



To: All Headteachers

Sessions House  
County Hall  
Maidstone  
Kent ME14 1XQ

Direct Dial: 03000 416991  
E-Mail: [Matt.dunkley@kent.gov.uk](mailto:Matt.dunkley@kent.gov.uk)  
Ask For: Mr Matt Dunkley  
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Dear Colleagues

As the current situation continues to evolve, the DfE has released two new guidance notes which are essential reading for us all:

### **Voucher Scheme Launch for Free School Meals**

<https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools>

Where schools are not able to provide eligible pupils not attending school with meals or food parcels through their current food provider, they can provide eligible families with supermarket vouchers in term time weeks. These should only be provided to families in receipt of benefits related FSMs. There is no requirement to provide vouchers to those in receipt of universal FSM.

The Department for Education (DfE) has developed a centrally-funded national voucher scheme to support schools with this process. This funding is additional to existing free school meal budgets. Schools will receive an email from the DfE's supplier Edenred regarding how to access and administer the voucher scheme locally. The email will be sent on Tuesday 31 March to the email address DfE holds for your school.

### **Coronavirus (Covid-19): Safeguarding in Schools, Colleges and Other providers**

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers>

This is an interim guidance document for education providers, which is relevant to all schools. It confirms that providers should continue to apply the principles of Keeping Children Safe in Education 2019 and suggests where schools might consider safeguarding policy and process differently when compared to business as usual.

The document covers several areas to consider, such as DSL arrangements, staff moving between schools, attendance of vulnerable children and staff training and induction.

The Education Safeguarding Service has summarised the document which can be found on Kelsi at the link below and will be updating their resources to reflect these interim changes.

[https://www.kelsi.org.uk/\\_data/assets/pdf\\_file/0004/106483/Summary-of-Keeping-Children-Safe-in-Education-Covid-19.pdf](https://www.kelsi.org.uk/_data/assets/pdf_file/0004/106483/Summary-of-Keeping-Children-Safe-in-Education-Covid-19.pdf)

On a related matter, as more schools begin to work collaboratively in small hubs to accommodate critical worker and vulnerable children, we have received queries regarding the daily KCC questionnaire that we ask you to complete concerning pupil attendance.

For clarity, every school should continue to submit a return, stating the numbers of pupils on your school's roll, who are accessing an education provision on any given day. This should include either pupils attending their own school or those attending a partner school. Therefore, if you are the "host" of a hub, your submission should only include the number of pupils on roll at your school who are attending.

This way, the risk of any double counting is removed. However, should you have any further queries please contact your AEO.

I wish you all well.

Yours sincerely



**Matt Dunkley**  
**Corporate Director**  
**Children, Young People and Education**