**Free School Meals for Early Years: Summer Term 1**

**Confirmation Sheet**

Please complete and return this form once you have allocated your codes

|  |  |
| --- | --- |
| Name of Setting |  |
| DfE or OfSTED number |  |

Name and email address in case we need to contact you with any queries

|  |  |
| --- | --- |
| Name |  |
| Email address |  |

Please complete the table below so we can ensure all families with eligible children receive vouchers and that settings are paid for the children accessing a meal in the setting. This will form part of the audit trail the council is required to keep.

|  |  |
| --- | --- |
| Number of voucher codes received |  |
| Number of voucher codes allocated |  |
| Number of eligible children receiving a meal in the setting  |  |
| Number of additional vouchers required |  |
| All unallocated codes. Please paste the list of the voucher codes unallocated.  |  |

**Easter Holiday Vouchers**

Please indicate below if you still require additional vouchers for the Easter Holiday period. These vouchers were issued on 7th and 8th April and were a value of £12.

|  |  |
| --- | --- |
| Number of additional £12 vouchers required for the Easter holiday period |  |

***Confirmation***

I confirm that I have received and will distribute the FSM vouchers agreed on this form

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Date |  |

Please return this form to FamilyInformation@birmingham.gov.uk