

**Our Ref:** PHVS – February 2023  
**Date** 1<sup>st</sup> February 2023  
**E-Mail:** [winter.support@cambridgeshire.gov.uk](mailto:winter.support@cambridgeshire.gov.uk)



To Parents/Carers of pupils in Peterborough  
Schools and Early Years Settings

PEOPLE DIRECTORATE  
Peterborough City Council  
Sand Martin House  
Bittern Way  
Peterborough  
PE2 8TY

Dear Parent/Carer,

### **Peterborough Holiday Voucher Scheme**

The council is pleased to announce that we are continuing to offer our voucher scheme for the February Half Term holiday for eligible children in early years settings and schools. Appendix 1 of this letter outlines the different income related eligibility criteria based upon children's age. For eligible young people attending Sixth Form Colleges / Further Education establishments, information on how support will be offered will be sent directly by the college.

Our scheme for the February half term will operate as follows –

- We will issue each eligible child/young person with a £15 voucher via email and text by the end of the day on Saturday 11<sup>th</sup> February.
- Vouchers may take until 8pm on Saturday 11<sup>th</sup> February to arrive so please [contact us](#) on the following day if you haven't received your voucher. Please include details of your child and their school / setting.
- Any children who become eligible up until the 19<sup>th</sup> February 2023 will also receive a voucher. This will be sent as and when we are notified of this change in circumstance.
- Details of the supermarkets which will accept the vouchers and how the voucher scheme works can be found in the frequently asked questions document sent with this letter.
- All vouchers must be claimed by the 16<sup>th</sup> March. If unclaimed, we are unable to reinstate at a later date.
- If you **do not** wish to receive the food vouchers, please let your school or setting know as soon as possible so that we can reallocate them.

Details of how to apply for income-related Free School Meals can be found [here](#) – there is a simple application form which only requires a few details and will instantly check if you are eligible.

If you would like information and ideas on how to eat more healthily as a family, NHS Change4life has lots of useful information - <https://www.nhs.uk/change4life/recipes>.

The extension of the Household Support Fund was announced in the Autumn Statement so we will be publishing our plans for our ongoing support in the coming weeks.

I hope you have a good half term break.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Lynne Ayres", written over a horizontal line.

Councillor Lynne Ayres  
Cabinet Member for Children's Services,  
Education, Skills and the University

A handwritten signature in black ink, appearing to read "Jonathan Lewis", written over a horizontal line.

Jonathan Lewis  
Service Director – Education  
Peterborough City Council

## Appendix 1 – Eligibility for Direct Voucher Scheme

### Parents eligible for Funded Childcare and Education for 2-year-olds under the income-based criteria (children aged 2)

In order to qualify you must be in receipt of one of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance (JSA)
- Income-related Employment and Support Allowance (ESA)
- Universal Credit, and your household income is £15,400 a year or less after tax, not including benefit payments
- Tax credits, and your household income is £16,190 a year or less before tax
- The guaranteed element of Pension Credit
- The Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

<https://www.gov.uk/help-with-childcare-costs/free-childcare-2-year-olds>

### Parents eligible for Early Years Pupil Premium under the income-based criteria (children aged 3 and 4)

In order to qualify you must be in receipt of one of the following benefits:

- [Income Support](#)
- Income-based [Jobseeker's Allowance](#)
- Income-related [Employment and Support Allowance](#)
- Support under [part six of the Immigration and Asylum Act 1999](#)
- The guaranteed element of [State Pension Credit](#)
- [Child Tax Credit](#) (provided you are not also entitled to [Working Tax Credit](#)) and have an annual gross income of no more than £16,190
- [Working Tax Credit](#) run-on, which is paid for 4 weeks after you stop qualifying for Working Tax Credit

- Universal Credit - your household income must be less than £7,400 a year after tax not including any benefits you get

<https://www.gov.uk/get-extra-early-years-funding>

### Parents eligible for Free School Meals (children and young people aged 4 to 16)

In order to qualify you must be in receipt of one of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you applied on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Children who get paid these benefits directly, instead of through a parent or guardian, can also get Free School Meals.

If you wish to apply for a Free school meal, please apply online at [http://cambridgeshire-self.achieveservice.com/service/Apply\\_for\\_Education\\_Welfare\\_Benefits](http://cambridgeshire-self.achieveservice.com/service/Apply_for_Education_Welfare_Benefits)

### Eligible for 16-19 Free School Meals

Students must be in receipt of, or having parents who are in receipt of, one or more of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance (ESA)
- support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
- Universal Credit with net earnings not exceeding the equivalent of £7,400 per annum (after tax and not including any benefits you get)

[Free meals in further education funded institutions guide 2022 to 2023 academic year - GOV.UK \(www.gov.uk\)](#)

### Other Eligibility

Children in care are not covered by the scheme as the costs of meals in the holidays are covered by fostering allowances.

The definition of a child is any person:

- who is under the age of 19 as at 11<sup>th</sup> February 2023 or
- a person aged 19 or over in respect of whom a child-related benefit (for example, Child Benefit) is paid or Free School Meals are provided.
- Any young person aged 19 to 25 who has an EHCP and accesses the bursary scheme or free school meals in their college.

### How to Claim Free School Meals

We understand that families continue to live in uncertain times, and many are facing changes to their financial circumstances as a result. If you have not previously applied for Free School Meals, or your name has recently changed, and feel you now meet the criteria below, please visit [www.peterborough.gov.uk/freeschoolmeals](http://www.peterborough.gov.uk/freeschoolmeals) to apply online;

- Income Support.
- Income-based Job Seeker's Allowance.
- Income-related Employment and Support Allowance.
- Child Tax Credit - but no element of Working Tax Credit - and have an annual income (as assessed by HM Revenue and Customs (HMRC)) that does not exceed £16,190.
- If you are supported under Part VI of the Immigration and Asylum Act 1999.
- Guaranteed element of State Pension Credit.
- Working Tax Credit during the four-week period immediately after your employment finishes or after you start to work fewer hours per week.
- Universal Credit with an annual net earned income of no more than £7,400.

Please note – our systems are shared with Cambridgeshire County Council.

Details of the holiday voucher scheme can be found here - <https://www.peterborough.gov.uk/residents/schools-and-education/holiday-voucher-scheme>