

# School & Social Meal Voucher Provision 2021/2022



**Voucher Express**  
DIGITAL SERVICES

# School Meal Voucher Provision 2021/2022

Throughout 2020/21 Voucher Express has played an active part in helping deliver food vouchers directly to schools and other educational establishments as well as participating in wider initiatives organised at a County Council or District level. Many Councils and schools require reliable methods of supporting Free School Meals over the school holidays including half term breaks. Other Local Authority bodies look to source food vouchers for additional Social Provision throughout the year.

At Voucher Express we have developed a process which is simple to use and involves reduced administration. Food vouchers, usually in the form of digital codes, are issued directly to families or (more commonly) to each establishment for onward distribution to eligible individuals.

The process makes full use of our VEX Rewards platform and gives families in receipt of Free School Meals or similar a single url link from which they can select one of 7 well-known supermarket digital e-vouchers. Once collected supermarket e-vouchers can be spent immediately either online or instore\*

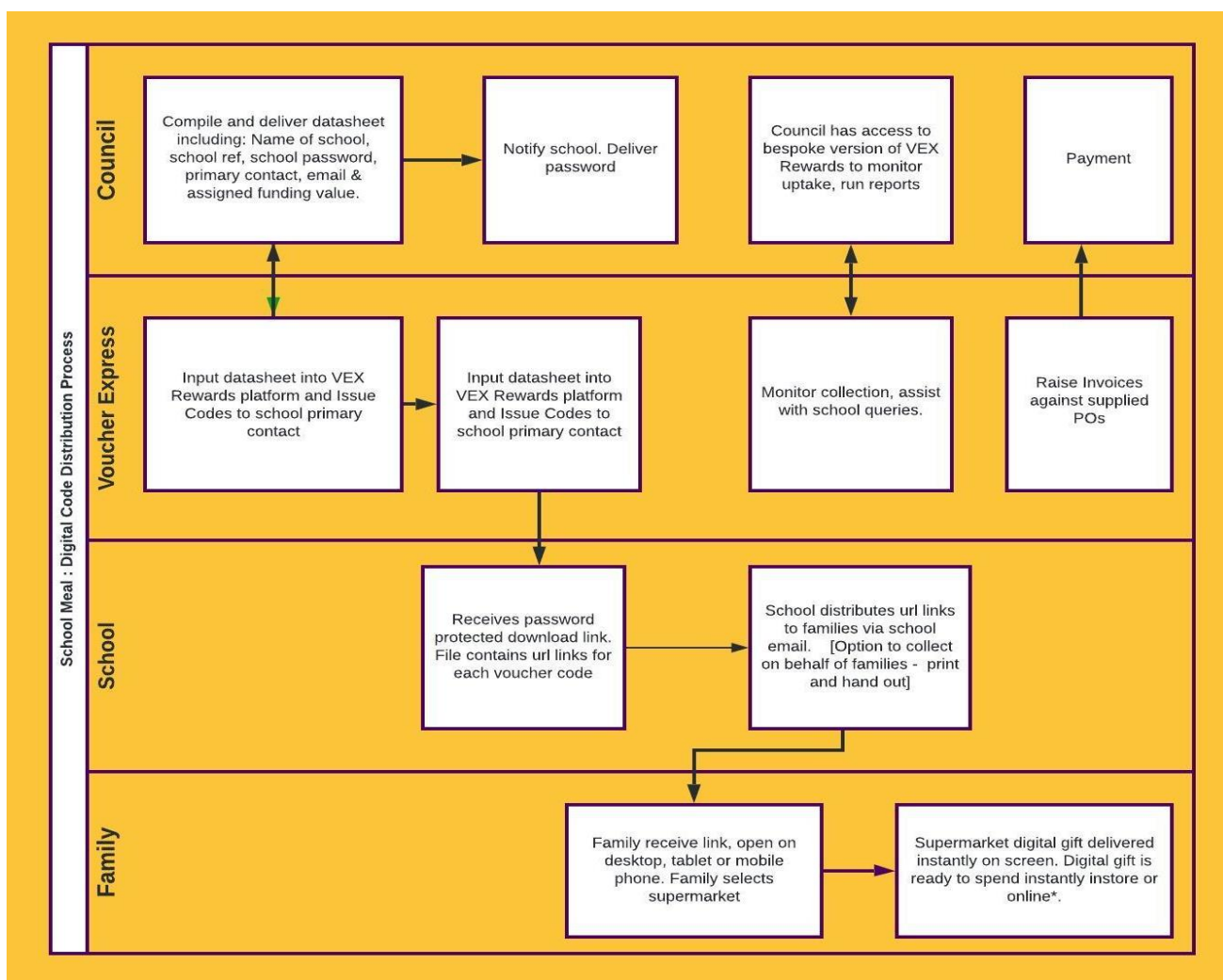
## How it works [Schools & Educational Bodies]

1. Councils provide a list of each school involved in the scheme within their authority; the exact FSM allowance requirement per school; and a single designated contact name & email address.
2. Voucher Express then administers the FSM requirement to each school directly via a downloadable, password-protected spreadsheet.
3. Within the spreadsheet schools will find their allocation of unique collection urls, each linking to a collection page showing supermarket e-vouchers.
4. Each school will need to arrange for the urls to be distributed to the relevant families. We recommend this is done via the school email system with individual links inserted into the body of each email.
5. Once received, families can make their own choice of which supermarket code they need. The code chosen is displayed onscreen and can be downloaded as a pdf and/or printed off if required.
6. Schools will have the flexibility to collect on a family's behalf, print and distribute by hand.



\* Some supermarket e-voucher are restricted to instore only.

# School/Social Meal Voucher Provision Schematic



The Voucher Express School/Social Meal Service is based on a pre-payment basis but provision based on PO and credit terms may be available depending on volumes. Please allow 3 days for account set-up.

**Social Value** : Ask us about how we can add Social Value to our partnership.

Available e-vouchers in this scheme are shown below, please be aware of conditions relating to each product. Service includes bespoke instance of the VEX Rewards platform providing access to reporting and audit functions. Use the platform to review all activity

and access detail at a department or cost centre level. Supports multiple Users.

Many other digital and physical gift cards are available on request including gift cards used for horticultural reading, sport and home improvements.

Scan the QR code to see a 1 min video explainer on receiving and distributing e-Gifts to your organisation or visit <https://vimeo.com/542081259>



Brand	Where can you spend the eGift Card?	Validity Period
ASDA e-Gift Card	In-store & online at <a href="https://groceries.asda.com">groceries.asda.com</a>	2 years
Morrisons e-Gift Card	In-store only (UK)	1 year
Tesco e-Gift Card	In-store only (UK)	5 years
Waitrose & Partners e-Gift Card	In-store and online at <a href="https://waitrose.com">waitrose.com</a>	2 years
Marks & Spencer e-Gift Card	In-Store and online at <a href="https://marksandspencer.com">marksandspencer.com</a>	2 years
Sainsbury's e-Gift Card	In-store only (UK)	2 years
ALDI e-Gift Card	In-store only (UK)	5 years

# Key Contacts

To discuss the any aspect of your School or Social Provision requirements please contact our team using the contact details below.

Call us on : **0371 3849971**

Or email on: Eleanor Wheeler : Senior Sales Manager  
eleanor.wheeler@hemingways.co.uk

Lyndsey Pickering : Finance Manager  
accounts@hemingways.co.uk

VEX Rewards Support Team  
queries@vexrewards.com



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## About Voucher Express

Voucher Express is part of the Hemingways Group of Companies based in Ripon, North Yorkshire. Hemingways is a family-owned, independent business specialising in e-commerce, sales and distribution and has traded successfully for over 100 years.

The company employs 125 people rising to 250 at peak with a turnover of circa £200m (2020/21)

Voucher Express partners with some of the UK's biggest retail brands distributing gift cards and digital gifts direct to their customers. Clients include: John Lewis, IKEA, TKMaxx, Sainsbury's, Ticketmaster, Matalan and National Book Tokens. Voucher Express also serve the corporate and public procurement sectors with other 8,000 customers including many NHS Trusts, County, District and Unitary Councils, Ministry of Defence and other government bodies.

Additionally Hemingways represents Cadbury and Green & Black's in the online gifting arena and has managed Cadbury Gifts Direct for over 20 years.



**Hemingways**

LINKING PEOPLE WITH BRANDS

