

ICF Consulting Services Ltd
10 Queen St Place
London
EC4R 1BE

<HEAD TEACHER NAME>

<SCHOOL NAME>

<STREET>

<LOCALITY>

<LA>

<POST CODE>

Dear <HEAD TEACHER NAME>

Since the Mayor of London's introduction of Universal Primary Free School Meals (UPFSM), we have read and heard about the hard work that schools and catering organisations have been doing to scale up lunchtime provision. Thank you for all this phenomenal effort and commitment to feeding children a balanced and enjoyable lunch. As school leaders, you know the challenges faced by hungry children and how a decent meal can help children's energy, concentration and enthusiasm during the school day.

We recognise that it has been a very difficult period for leaders and teachers in primary schools. You deliver such positive impacts in very demanding and pressured circumstances. Thank you for taking time out of your existing, important priorities to read this letter.

We would like to invite your school to take part in a survey that explores the school's approach to implementing UPFSM. In the survey we are exploring a range of organisational, leadership-level and operational areas of interest for children's lunchtime experience.

Impact on Urban Health and Education Endowment Foundation (EEF) are independently evaluating LUPFSM during 2023/2024. ICF have been commissioned by Impact on Urban Health and University College London (UCL) by EEF to deliver various aspects of these evaluations. ICF have partnered with Public Health Nutrition Research and is working alongside Child Poverty Action Group for Impact on Urban Health.

Please complete the survey as a headteacher or delegate to the relevant senior leader(s) in your school with responsibility for managing school meals and most knowledgeable about delivering the Mayor of London's expansion of Free School Meals.

The survey will take approximately **20 minutes to complete**. We are very grateful for your time and want to hear the voices of as many schools as possible in our study so that we can guide further policy improvements and shape later implementation.



As a thank you for participating in the survey, we are holding a prize draw in which five schools will each receive a £100 Decathlon voucher. Your school will be entered into the prize draw when you submit the survey form.

To access the survey, please scan the QR code at the bottom of this letter or visit: <https://icfeurope.com/London-school-meals-feedback>



All survey responses will be anonymous so no responses will be attributed to you or your school directly. Findings will be reported at an aggregate level (Local Authority areas, types of school etc) but your school will not be identifiable at any point. The **Participation Information Sheet** accompanying this letter provides further information about the evaluation, your role and how your data will be used.

If you have any queries, please do get in touch with us at: london-schoolmeals-evaluation@icf.com.

Best wishes,

Dr Abby Falla, PhD Managing Consultant

