

**Message sent on behalf of Richard Crane (Head of Education & Skills):**

Dear colleague,

We have been informed that some parents have received an email stating the following:

'As schools will be closing, if you're entitled to free school meals, please send your bank details and we'll make sure you're supported'.

I would just like to confirm this is a scam email and is **not** from the local authority. We urge you and parents that if you receive any emails like this, please do not respond and delete it immediately. Please could you ensure all parents are informed about this issue.

Kind regards,  
Richard

**Richard Crane**  
Head of Education and Skills