



It's really important to apply for Free School Meals

A nutritious meal for your child and extra funding for your school!

From September 2014

All children are entitled to receive a free meal at school in Reception, Year 1 and Year 2.

These meals are known as Universal Infant Free School Meals. Your child is automatically entitled to receive one.

Some children are eligible for Free School Meals throughout their school life.

However, some children are eligible to continue receiving Free School Meals. If your child is eligible (see guidance below), it's important that you apply as soon as your child starts school. Or, if your circumstances change later on, apply as soon as possible.

Apply now and it means that when your child moves on from the infants he/she will continue to receive a Free School Meal. You won't need to complete another form and your child will still benefit from Free School Meals as long as they remain eligible.

It's extra funding for schools too!

Importantly, schools also receive valuable extra funding based on the number of children who have applied and are eligible for Free School Meals. This funding makes a real difference to the school's budget as it enhances the learning opportunities provided in the school to make sure children get the best start in life – so it's vital you continue to apply.

Please complete this form and hand it in to your child's school. If you need any help completing this form, please ask a member of staff.

Thank you.

Am I eligible?

You will need to be in receipt of one of the following benefits:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided they are not also 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)
- Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit
- During the initial roll out of the benefit, Universal Credit

Anyone entitled to Working Tax Credit is not entitled to free meals regardless of income.

In order to register you will need to complete the simple application form over the page and hand it into your child's school where it will be processed in confidence.



APPLICATION FORM

Details of claimant

Mr/Mrs/Miss/Ms	<input type="text"/>	Surname	<input type="text"/>	First name	<input type="text"/>
Date of birth	<input type="text"/>				
<input type="text"/>	<input type="text"/>	National Insurance number	<input type="text"/>		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship to child(ren)	<input type="text"/>				
Address	<input type="text"/>				
Postcode	<input type="text"/>				
Telephone no	<input type="text"/>	Email address	<input type="text"/>		

Details of all children under your **parental responsibility** whom you wish to claim free school meals for:

Legal Surname	First name	Gender	Date of birth	School name
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

I certify that the information given is correct and I will inform the **Free School Meals Section** of any change of address and any changes in my circumstances that may affect my claim for extra funding, for example, change of benefit. I understand it is fraudulent to give false information. **I agree** that you will use the information I have provided to process my claim for extra funding and may contact other sources as allowed by the law to verify my entitlement.

Signed:

Date:

Data Protection Act

Personal information that you have provided will be used carefully and may be held on computer systems at the school/college and in the Children's Services Department. These uses of personal information are covered by registration under the data protection legislation. Under this legislation you have the right to obtain a copy of the information we hold about you.

Complete this application form and hand it into your child's school where it will be processed in confidence.