



Dear parents and Carers,

Re: Free School Meal Eligibility

We want to make sure that we are providing your child with the best education and support we can. Healthy school food has obvious health benefits and can help pupils establish healthy habits for life.

Families who receive certain benefits may be eligible for free school meals. Your child is eligible for free school meals if you are in receipt of one of the following benefits:

- Universal Credit, with an annual net earned income of no more than £7,400, before benefits are taken into account.
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part 6 of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit
- Child Tax Credit, (with no Working Tax Credit) with an income of no more than £16,190, as assessed by HMRC

Registering for free school meals could also raise an extra £1,385 (primary) and £985 (secondary) to fund valuable support like extra tuition, additional teaching staff or after-school activities.

This additional money is available from central government for every child whose parent is receiving one of the benefits listed above.

To check if your child is eligible, we need information about you and your child. Please complete the attached form and return to school as soon as possible.

Where can I get more information?

If you need any further information, please speak to a member of school staff or the local authority. You can also visit the free school meal website: <https://www.gov.uk/apply-free-school-meals>

Universal infant free school meals

Currently, pupils in Reception, year 1 and year 2 are entitled to a free school meal thanks to a different government funding scheme known as universal infant free school meals (UIFSM). You shouldn't confuse UIFSM with free school meals and the pupil premium.

If your child is in reception, year 1 or year 2 and is eligible for free school meals according to the criteria above, you should still register because we'll receive the extra pupil premium funding.

Does my child have to eat the free school meals?

No. Pupils who are registered for free school meals don't have to eat them. If you're eligible but you want your child to have packed lunches, you should still register because the school will receive the funding which can support your child in other ways.

How do I register?

You only need to register once.

To register, please follow the link below, or complete the form attached and return it in an envelope to Jenny Poplar who will apply on your behalf.

[Online FSM Application \(cloudforedu.org.uk\)](https://cloudforedu.org.uk)

More information

For more information about pupil premium go to our website, which contains details of how the pupil premium has been spent in the past academic year and how it will be spent this year.

Please complete this form and return it in an envelope to Jenny Poplar

ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Child's Date of Birth			Name of School

PARENT/GUARDIAN DETAILS

	Parent/Guardian 1	Parent/Guardian 2
Last Name		
First Name		
Date of Birth		
National Insurance Number		
National Asylum Support Service (NASS) Number		
Daytime Telephone Number		
Mobile Number		
Address		
Postcode		

FAMILY INCOME AND BENEFIT DETAILS

If you receive any of the benefits listed below, please place an X in this box. ☐

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support from NASS under part 6 of the Immigration and Asylum Act 1999
- the guarantee element of Pension Credit
- Child Tax Credit (with no Working Tax Credit)
- Working Tax Credit run-on
- Universal Credit

Universal Credit

If you are in receipt of Universal Credit, is your net earned family income over £7,400 per year? (Please place an X in the appropriate box). Your net earned income is your household income after taxes and deductions. It does **not** include income through Universal Credit or other benefits that you may receive.

YES

☐

NO

☐

UNSURE

☐**Child Tax Credit**

If you are in receipt of Child Tax Credit, is your joint gross annual income over £16,190 per year? (Please place an X in the appropriate box).

Your joint gross income is your household income before taxes are taken into account.

YES

☐

NO

☐

UNSURE

☐

If you're not sure whether you receive one of the listed benefits, or what your household income is, but you would still like us to check whether your child is eligible for free school meals, please place an X in this box.

☐**DECLARATION**

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for free school meal application purposes. I agree to the school using this information to process my application for free school meals. I also agree to notify the school in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent/guardian:

Date:.....

Thank you for completing this form and helping to make sure your child's school is as well-funded as possible.

How the information in this form will be used

The information you provide in this form will be used by the school to confirm receipt of one of the listed welfare benefits. Once this is confirmed, this helps to decide how much money your child's school will receive each year.

The information will also be used in relation to pupils in year 3 or above to decide whether they are eligible for free school meals.

You only need to complete this form once and it will last for the duration of your child's time at their current school. You should contact the school if you have a change in financial circumstances.

We are committed to ensuring that the personal and sensitive information that we hold about you is protected and kept safe and secure, and we have measures in place to prevent the loss, misuse or alteration of your personal information. We will use the information you provide to assess entitlement to free school meals. The information may also be shared with other Council departments to offer benefits and services