

Application for Free School Meals

Families who receive certain benefits may be 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.
- 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 the four weeks after you stop qualifying for Working Tax Credit)
- Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190

To check if your child is eligible, we need information about you and your child. Please complete this form and return to your child's school.

ABOUT YOUR CHILD/CHILDREN

| Child's Last Name | Child's First Name | Child's Date of Birth | | | Name of School |
|-------------------|--------------------|-----------------------|----|------|----------------|
| | | DD | MM | YYYY | |
| | | DD | MM | YYYY | |
| | | DD | MM | YYYY | |

PARENT/GUARDIAN DETAILS

| | Parent/Guardian 1 | | | | | | | Parent/Guardian 2 | | | | | | | | | | | | |
|--|-------------------|----|------|----|----|------|----|-------------------|------|----|----|------|--|--|---|--|--|--|--|--|
| Last name | | | | | | | | | | | | | | | | | | | | |
| First Name | | | | | | | | | | | | | | | | | | | | |
| Date of Birth | DD | MM | YYYY | DD | MM | YYYY | DD | MM | YYYY | DD | MM | YYYY | | | | | | | | |
| National Insurance Number* | | | | | | | | | | | | | | | | | | | | |
| National Asylum Support Service (NASS) Number* | | | / | | | / | | | | | | / | | | / | | | | | |
| Daytime Telephone Number | | | | | | | | | | | | | | | | | | | | |

| | | |
|---------------|-----------|-----------|
| Mobile Number | | |
| Address | Postcode: | 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 local authority purposes. I agree to the local authority using this information to process my application for free school meals. I also agree to notify the local authority in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent/carer:

Date:.....

How the information in this form will be used

The information you provide in this form will be used by the local authority to confirm receipt of one of the listed welfare benefits.

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 or local authority if you have a change in financial circumstances.

We will use the information you provide to assess entitlement to free school meals, the data being collected and processed is in line with current Data Protection Legislation.