



23 January 2018

Dear Parents/Carers

FREE SCHOOL MEALS

We are currently updating our records for children who are eligible to claim Free School Meals. It is imperative that **all** eligible students **do** claim, both for your child's benefit and also as the level of these claims affects the school's funding. Completion of this form enables the school to access further Government funding which can be used to support your son/daughter's academic needs; this can include support with school equipment and the cost of school trips, enabling your son/daughter to achieve their full potential.

We are able to check for eligibility through our Local Authority, using a national database, which means we no longer need to see evidence with your claim and only need to ask for minimal information. As a reminder, under current regulations, only children whose parents/carers are in receipt of any of the following will be entitled to Free School Meals:

- INCOME SUPPORT
- INCOME BASED JOB SEEKERS ALLOWANCE (IBJSA)
- AN INCOME-RELATED EMPLOYMENT AND SUPPORT ALLOWANCE
- SUPPORT UNDER PART VI OF THE IMMIGRATION AND ASYLUM ACT 1999
- GUARANTEE ELEMENT OF STATE PENSION CREDIT
- UNIVERSAL CREDIT
- CHILD TAX CREDIT – **except** if you meet **any** of the following criteria:
 - i. entitled to working tax credit (regardless of income)
 - ii. have an annual income in excess of £16,190 (Please note that this figure is for April 2017 and that it can change each year)

If you feel you are eligible to claim Free School Meals and are not currently claiming them, please would you complete the tear off slip at the bottom of this letter and return it to the school reception in an envelope marked **'FREE SCHOOL MEALS', by Thursday 8th February 2018**. We will confirm the eligibility of your claim once confirmation is received from the database. For your information, the current Free School Meal allowance for lunches is £2.20.

Yours sincerely

Mrs S Hillier
Assistant Headteacher

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FREE SCHOOL MEALS

Parent's Forename:..... Parent's Surname.....

Parent's Date Of Birth:..... **Either** National Insurance Number:.....

Or National Asylum Seeker Service number:.....

Child's name (1):

Child's name (2):.....

Signed by Parent/Carer _____

Headteacher: Christine McLintock

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