



## APPLICATION FOR FREE SCHOOL MEALS

Please read the notes overleaf before completing this form. Only complete this form if you are eligible under the categories listed overleaf.

**Please provide the following information:**

Full name of claimant:										
Address										
Postcode					Telephone					
National Insurance Number										Date of birth
OR										
NASS Reference Number (National Asylum Seekers Service)										

**Children for whom you are claiming:**

Surname	Other names	M/F	Date of birth	Relationship to child
			/ /	
			/ /	
			/ /	
			/ /	
			/ /	
			/ /	

**Declaration by claimant:**

I agree that you will use the information I have provided to process my claim for free school meals and will contact other sources as allowed by law to verify my initial and on-going entitlement.	
Signature:	Date:

**Data Security**

Personal data provided on this form may be held on a computer and is therefore subject to the Data Protection Act 1998. It will only be used for the intended purpose i.e. to determine eligibility for free school meals.



## **GUIDANCE FOR PARENTS AND GUARDIANS**

### Eligibility for Entitlement

Under current regulations only those children whose parents are in receipt of the following support payments will be entitled to free school meals: -

- **Income Support**
- **Income Based Jobseekers Allowance**
- **Income related Employment and Support Allowance**
- **Support under part VI of the Immigration and Asylum Act 1999**
- **The guaranteed element of State Pension Credit**
- **Child Tax Credit (provided you 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.**
- **Work Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit**
- **Universal Credit – if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)**

Once you have completed the form it must be returned to your child's school, as entitlement can only commence from the date your form is received and verified. Your application will be checked using the Department for Education Free School Meals Eligibility Checking Service and the information you have provided in Part A of this form. The results will be a yes/no confirmation and your child's school will be informed of this.

It is essential that you advise the school of any change of address or when there is a change in your circumstances or benefits..

Information contained in this form is personal data which may be held in a computer and is therefore subject to the Data Protection Act 2018.