

REGISTRATION FORM – FREE SCHOOL MEALS AND PUPIL PREMIUM



We need information about you and your child, so that we can provide them with the best education and support by making sure that our school receives all the government funding to which it is entitled. Please complete this form and send it to the school office by **Monday 13th July 2020**.

ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Class	Child's Date of Birth		
			DD	MM	YYYY
			DD	MM	YYYY
			DD	MM	YYYY
			DD	MM	YYYY

PARENT/GUARDIAN DETAILS

If you are in receipt of benefits, enter your details under Parent/Guardian 1

	Parent/Guardian 1	Parent/Guardian 2
First Name		
Last Name		
Date of Birth	DD MM YYYY	DD MM YYYY
National Insurance Number*		
Home Office Number*	/ /	/ /
Daytime Telephone Number		
Mobile Number		
Address		
	Postcode:	Postcode:

* Complete as appropriate

FAMILY INCOME AND BENEFIT DETAILS

Is your joint family income over £16,190 per year? (Please place an X in the appropriate box).

Yes No

If you have ticked **Yes**, you do not need to complete the next section and can go straight to the declaration at the end of the form.

If you ticked **No**, please place an X in the boxes below if you¹ are in receipt of any of the benefits listed below:

- 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 (as long as you're not also entitled to Working Tax Credit and you don't get more than £16,190 a year)
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- Universal Credit

Please note: If you receive both Child Tax Credit and Working Tax Credit we will not be able to claim the Pupil Premium

Please place an X in this box if you are not sure whether your joint family income is over £16,190, or whether you are in receipt of one of the benefits listed above, but you would still like us to check whether your child is eligible for free school meals:

FREE SCHOOL MEALS FOR INFANT PUPILS – SEPTEMBER 2020

All infant pupils are entitled to a free, nutritious school meal at lunchtime regardless of what your income is. This scheme is to help improve healthy eating and support children with the energy they need to concentrate in class throughout the day – plus save families money! Our menus are freshly prepared every day by our skilled catering staff and include lots of fruit, salads and vegetables. If your child has specific dietary needs, we will do our best to provide a suitable menu. We would like to know if you will be taking up this offer for your child to have a free school lunch from September. Please can you tick the appropriate box below and return this form to the school office by **Monday 13th July 2020**.

I will be taking up the offer of a free school lunch for my child

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/guardian: Date:.....

¹ This includes those who have parental rights for the child/children named on this form.

About this form

From September 2014 all children who are in reception, year 1 or year 2 in a state-funded school will be offered a free healthy school lunch. Children in other school years will also be offered a free school lunch if their parent is receiving any of the welfare benefits listed overleaf.

Registering could raise money for your child's school

Registering for free meals could raise an extra £1,300 for your child's school, 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 welfare benefits listed in the form. It is therefore important to sign up for free school meals, even if your child is in reception, year 1 or year 2, so that your child's school receives as much funding as possible.

How the information in this form will be used

The information you provide in this form will be used by the council 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 children 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.

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

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.