

FREE SCHOOL MEALS

are
you
entitled?

Dear Parent or Carer,

APPLICATION FOR FREE SCHOOL MEALS 2013/14

As your child is starting school for the first time this coming September, you may not be aware whether you are entitled to claim Free School Meals.

Even if you have elder children already receiving free meals you need to tell us if you have any younger children starting primary school in September so they too can receive the free meals.

Lancashire County Council aim to make it easy for you to apply. There's no fuss - just provide us with some basic details and we'll do the rest!

In order to qualify you must be receiving one of the following:

- 1. Income Support
- 2. Income-based Jobseeker's Allowance
- 3. Income-related ESA (Employment and Support Allowance)
- 4. Pension Credit (Guarantee Element)
- 5. Support under Part VI of the Immigration and Asylum Act 1999
- 6. Child Tax Credit and with an annual income of less than £16,190 **(NB. If you are receiving Working Tax Credit you will NOT be eligible for Free School Meals except in the option stipulated below only).**
- 7. Working Tax Credit 'run on'-the payment you may receive for a further four weeks after you stop qualifying for Working Tax Credit.

If you think that you are entitled, then all you need to do is complete the simple form on the reverse side of this letter and send it to the area education office which covers your area. We'll check your eligibility online. **Alternatively, the Benefit Claimant can telephone us and give us the information over the phone.**

The all important addresses and telephone numbers are:

If you live in Lancaster, Wyre or Fylde then contact Pupil Access Team, PO Box 606, White Cross Education Centre, Quarry Road, Lancaster LA1 3SQ Tel: 01524-581207

If you live in Preston, South Ribble, West Lancashire or Chorley then contact Pupil Access Team Area Education Office, East Cliff JDO, PRESTON, Lancashire PR1 3JT. Tel: 01772-533608

If you live in Ribble Valley, Hyndburn, Burnley, Pendle or Rossendale then contact Pupil Access Team Union Street, Accrington BB5 1PL Tel 01254-220711.

FREE SCHOOL MEALS

APPLICATION FOR NEW RECEPTION CHILD



Please complete in block capitals

Benefits Claimants Name (Mr/Mrs/Miss/Ms)

Benefits Claimant's Date of Birth

Benefit Claimant's NI Number

Address:

Post Code:

E-mail address: Phone/mobile:

Did you receive Free School Meals in 2012/13 for a child who was already attending school?

YES

NO

If yes, please provide us with the name, date of birth and school of your oldest school age child

Name of child already attending school	M/F	D o B	School Attended

Please enter the name of child starting in Reception

Name of child starting in Reception	M/F	D o B	School Attended

Please answer all of the following questions:

please circle

I am the parent/legal guardian of the child/children above and receive benefits for them	Yes	No
I receive Income Support or Income Based Job Seekers Allowance	Yes	No
I receive Income Related Employment and Support Allowance	Yes	No
I receive Child Tax Credit, my annual income is less than £16,190 and I don't receive Working Tax Credit*	Yes	No
I receive the Guarantee Element of State Pension Credit	Yes	No
I receive support under Part VI of the Immigration and Asylum Act 1999	Yes	No

* If you are entitled to Working Tax Credit you will not qualify for Free School Meals (subject to Qualification criteria 7 overleaf).

Claimant's Consent to check eligibility for Free School Meals via the Department for Education Free School Meals Eligibility Checking Service (ECS)

I agree to Lancashire County Council checking my details with relevant government departments or other agencies to assess my initial and ongoing entitlement to free school meals, free travel to school and free school milk.

Signed:

Date:

FOR OFFICIAL USE ONLY

Outcome:	
Date:	
Checked by:	
Household ID:	