



THE ROYAL BOROUGH OF
KENSINGTON
AND CHELSEA



City of Westminster

Free School Meals – Pupil Premium.

Parents and Carers of pupils in Reception, Years 1 and 2 (KS1),

The Government is giving money to schools to help children from lower income families to do their best. This funding is called “Pupil Premium”. From April 2014, schools will receive £1,300 for each pupil who qualifies; by registering your child for Free School Meals (FSM's) means the School gets extra money.

Research has shown that healthy free school meals improve children's learning and productivity, whilst saving you money in tough times.

Registering could raise money for your child's school.

It is important to sign up for free school meals as registering could also raise an extra £1,300 for your child's school from central government, to fund valuable support like extra tuition, learning assistants or after school clubs. Even if you don't want your child to receive a free meal, we would encourage you to register for free school meals so their school receives as much funding as possible.

Changes From September 1st 2014 Universal Free Schools Meals (UFSM) for all Reception and KS1 pupils

Although all pupils in these age groups will be receiving a free school meal under the Government's new initiative it is important as a parent/carer of pupils in these year groups to still apply for FSM's by submitting your claim as usual in order for the school to receive the **very important and essential Pupil Premium funding** from the Government.

How the information you provide will be used.

The information you provide will be used by the Council to claim extra grant money from the government to pay for free school meals, sports funding and other things, like music and after school activities. This information helps to decide how much money your child's school will receive each year too.

Do you qualify for Free School Meals?

You can register your child for Free School Meals if you receive one of these benefits:-

- Income Support.
- Income-based Jobseeker's Allowance.
- Income-related Employment and Support Allowance.
- Support under Part VI of the Immigration and Asylum Act 1999.
- The Guarantee element of the State Pension Credit.
- Child Tax Credit, provided you are not entitled to Working Tax Credit and have an annual income (as assessed by HR Revenue and Customs) that does not exceed £16,190.
- Working Tax Credit run-on – the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit.

How can I get an application form?

- An application is attached

Parents/carers of children in Reception and KS1 Pupils

Your child will receive a free meal regardless of completing a form. However, for the school to access this Government Pupil Premium funding, the application form must be completed and submitted.

FREE SCHOOL MEALS FORM

APPLICATION FORM FOR FREE SCHOOL MEALS

School Address: St Cuthbert with St Matthias CE Primary School Warwick Road LONDON SW5 9UE Tel: 020 7373 8225

A Free School Meal is paid for by the Government and is provided to a child free of charge.

Does Your Child Qualify?

Your child qualifies for Free School Meals if you or their other parent/guardian are receiving:

- Income Support
- Income Based Jobseekers Allowance
- Child Tax Credit – A recent Inland Revenue tax credit notice (TC602) showing you are not entitled to Working Tax Credit and your annual income does not exceed £16,190 (as assessed by the Inland Revenue). **Please note that anyone receiving Working Tax Credit regardless of income will not qualify. Parents receiving Working Tax Credit for four weeks after their employment finishes are entitled to free school meals during that period.**
- Guarantee element of State Pension Credit
- Support under Part VI of the Immigration and Asylum Act 1999
- Employment & Support allowance (income related based allowance)

To Be Completed by the Parent or Guardian (please print in block capitals)

Full Name of Parent/Guardian as it appears on your benefits:

Present Address:

Telephone:

National Insurance Number:

Date of Birth of parent/Guardian:

DATA PROTECTION ACT 1998

This information that you give on this form will be used for the purpose of processing your application for Free School Meals. The Authority is under a duty to protect the public funds it handles and may use the information you have provided on this form to detect and prevent fraud. It may also share this information, for the same purposes, with other organisations which handle public funds

FREE SCHOOL MEALS FORM

Full names of dependent children at this school (Please include all children for whom you receive child benefit).

Surname	First Name	Date of Birth	Boy/Girl

4. Which benefits do you receive? tick appropriate box

- Do you receive:
- 1) Income Support
 - 2) Income Based Job Seekers Allowance
 - 3) Child Tax Credit
 - 4) Guarantee element of State Pension Credit
 - 5) Asylum Act 1999
 - 6) Employment & Support Allowance (income related based)

Providing evidence of Benefits

1. Income Support – Parent/Carers with entitlement to Income Support will have received a letter from the Department of Work & Pensions (DWP) granting or stating that they are entitled. This letter must be presented to the school.
2. Income based Job Seekers Allowances - Parent/Carers with entitlement to Job Seekers Allowance (Income based) will have received a letter from the Department of Work & Pensions (DWP) granting or stating that they are entitled. This letter must be presented to the school.
3. Child Tax Credit – Provided they are not entitled to Working Tax Credit and have an annual income, as assessed by the Inland Revenue that does not exceed £16,040. As proof of entitlement the claimant must present a completed Inland Revenue form TC602

DATA PROTECTION ACT 1998

This information that you give on this form will be used for the purpose of processing your application for Free School Meals. The Authority is under a duty to protect the public funds it handles and may use the information you have provided on this form to detect and prevent fraud. It may also share this information, for the same purposes, with other organisations which handle public funds

FREE SCHOOL MEALS FORM

4. Guaranteed element of State Pension Credit – For those in receipt of the “Guaranteed” element of Pension Credit it is suggested that parents produce their “Pension Credit M1000 Award Notice” as proof of entitlement. The “How Pension Credit has been worked out for” Section of this form clearly shows details of any Guaranteed Pension Credit in payment. Alternatively a letter from the Pension Service or a photocopy of the decision letter will also be applicable.

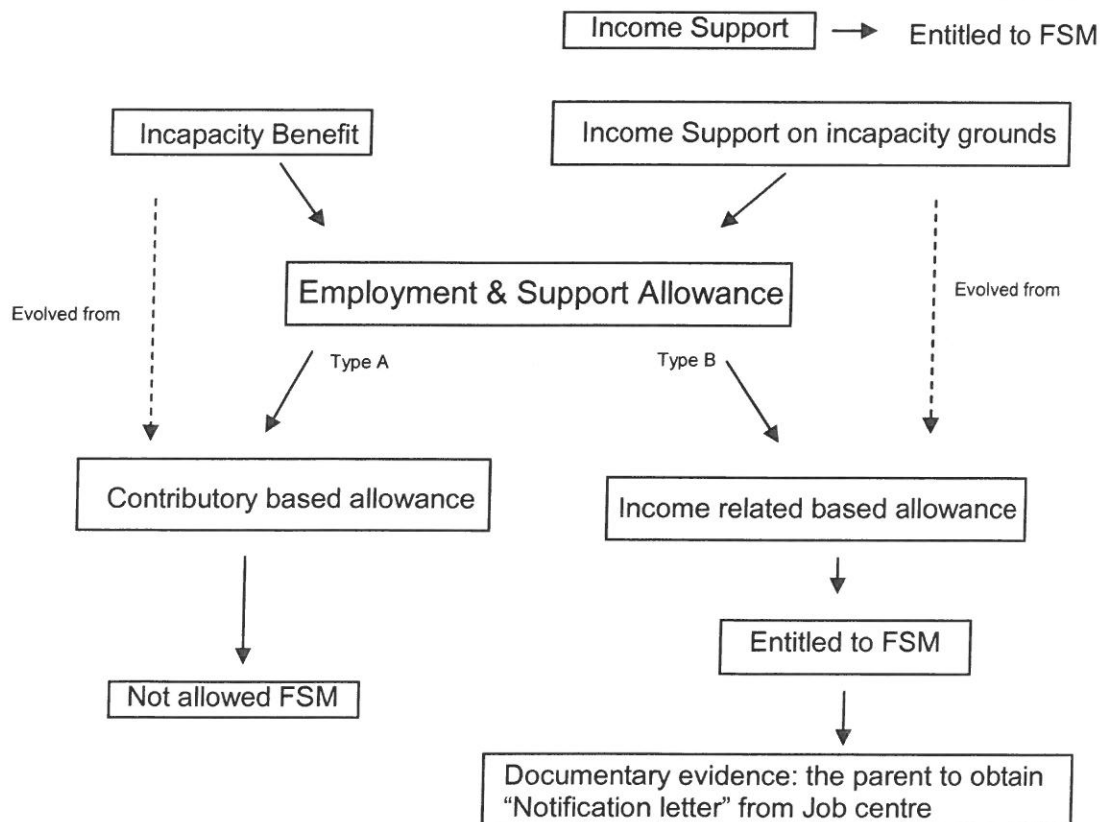
5. Asylum Act 1999. The National Asylum Support Service (NASS) – A letter from the Asylum Team or the National Asylum Support Services showing the assistance you receive from them.

6. Employment & Support Allowance – has replaced “Incapacity Benefit” & “Income Support on Incapacity Grounds”. There are two types of Employment & Support Allowance. They are:

Type A (Contributory Based Allowance) - Families under this umbrella **are not** entitled to Free School Meals

Type B (Income Based Allowance) – families under this umbrella **are** entitled to Free School Meals. The documentary proof required is a “Notification Letter” from their job centre.

Employment & Support Allowance Summary Cycle – Free Meal Entitlement Notification



DATA PROTECTION ACT 1998

This information that you give on this form will be used for the purpose of processing your application for Free School Meals. The Authority is under a duty to protect the public funds it handles and may use the information you have provided on this form to detect and prevent fraud. It may also share this information, for the same purposes, with other organisations which handle public funds

FREE SCHOOL MEALS FORM

DECLARATION

I declare that the information I have given here is true and complete, and authorise the school to check these details with all relevant internal or external agencies. I also declare I will notify the school immediately of any change of circumstances which might discontinue the entitlement of my child to receive a free school meal.

SIGNED _____ DATE _____
(Full Name)

DATA PROTECTION ACT 1998

This information that you give on this form will be used for the purpose of processing your application for Free School Meals. The Authority is under a duty to protect the public funds it handles and may use the information you have provided on this form to detect and prevent fraud. It may also share this information, for the same purposes, with other organisations which handle public funds