



APPLICATION FOR FREE SCHOOL MEALS

Please complete and return to your school, together with an original proof of the relevant support payment(s) (your proof must be the official documentation that is sent from the Agency)

The relevant support payments are:-

- (1) Universal Credit with an annual net earned income of no more than £7,400
- (2) Income Support
- (3) Income-based Jobseeker's Allowance
- (4) Income-related Employment and Support Allowance
- (5) Support under Part 6 of the Immigration and Asylum Act 1999
- (6) The guarantee element of Pension Credit
- (7) Working Tax Credit run-on (paid for the four weeks after you stop qualifying for Working Tax Credit)
- (8) Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190

Parent/Guardian details:

Surname	Title	First Names
Address & Postcode		Date of Birth

Please give details of each child, including the school they attend

Full Name	Date of Birth	Address	Name of School

Which benefit are you in receipt of?	/	Dated From	Dated to	NI/Reference No
Income Support				
Jobseeker's Allowance				
Working Tax Credit run-on				
Immigration & Asylum Act				
Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190				
Universal Credit				
'Guarantee' element of Pension Credit				
Income-related Employment and Support Allowance				

I declare that the particulars stated on this form are correct and that I am in receipt of one of the relevant support payments for free school lunches. I agree that you will use the information I have provided to process my claim for free school lunches and will contact other sources as allowed by law to verify my initial, and ongoing entitlement. I undertake to notify the school immediately I cease to receive or have any changes to the relevant support payment (please note that you will be required to meet the cost of any free meals provided after the date you cease to receive entitlement).

Signature.....Date.....

FOR OFFICE USE ONLY I have checked the free school meal hub/I have viewed the original Award Notice/Letter

Name.....Date.....

..... of children entitled to free school meals. Period of entitlement from.....to.....

ELIGIBILITY FOR FREE SCHOOL MEALS

To colleagues responsible for performing free school meal eligibility checks.

The threshold figure which forms part of the tax credit free school meal eligibility category is £16,190.

Pupils whose parents/carers receive the following support payments are entitled to free school meals (assuming the parent does not receive Working Tax Credit).

Under the current criteria, children who receive, or whose parents receive one or more of the following support payments are entitled to receive free school meals and eligible for two year old funding.

- 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 guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working 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)

Backdating

Claims for free school meals can only be backdated to the date that the application form is submitted to the school by the parent.