

APPLICATION FOR FREE SCHOOL MEALS 2018-19

FSM1
Family Ref:
.....

Please ensure you provide all the information needed below so your application is complete:

Revised April 2018

	Your Details	Your Partner's Details	Your Contact Details
Please Circle	Mr Mrs Ms Miss	Mr Mrs Ms Miss	Address
First Name			
Surname			
Date of Birth/...../...../...../.....	Postcode
National Insurance No.			Tel. No.
Relationship to Child (Mum/Dad)			E-mail
Child's Address details, if different			
SEN or Looked After Child?	SEN <input type="checkbox"/>	Looked After Child <input type="checkbox"/>	

TELL US WHICH CHILD/CHILDREN WANT FREE SCHOOL MEALS (SCHOOL AGE CHILDREN ONLY)

Forename	Surname	Date of Birth	Name of School	Date of First attendance at this School	If changing schools, was this child eligible for Free School Meals (based on qualifying benefits) in their previous school?
		/ /		/ /	Yes <input type="checkbox"/> No <input type="checkbox"/>
		/ /		/ /	Yes <input type="checkbox"/> No <input type="checkbox"/>
		/ /		/ /	Yes <input type="checkbox"/> No <input type="checkbox"/>
		/ /		/ /	Yes <input type="checkbox"/> No <input type="checkbox"/>
		/ /		/ /	Yes <input type="checkbox"/> No <input type="checkbox"/>

 **DECLARATION** - To be signed by the parent who is in receipt of one of the qualifying benefits, see overleaf.

I certify that the information given is correct, and I agree to inform my Local Authority immediately if I change my address.

The information provided will be used to process my claim for Free School Meals. The Council will contact other sources as allowed by the law to verify my initial, and ongoing, entitlement. I understand that the results of any Free School Meal eligibility check may also be used to assess my entitlement to receive other benefits, for example, home to school transport and board and lodgings for residential school trips. All information will be held securely and in accordance with the Data Protection Act 1998.

SIGNATURE

DATE

NAME (BLOCK CAPITALS)

PLEASE SEE NOTES OVERLEAF

HOW TO APPLY FOR FREE SCHOOL MEALS - 2018/19

What you need to do:

1. Complete the application form fully. You **MUST** provide all the information we have asked for so that we can carry out a benefit check. You **do not** have to send in evidence of the benefits you receive unless asked to.

Your child might be able to get free school meals if you get any of the following:

- 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)

If your child is eligible for and getting free school meals at any time before 31 March 2022, they'll remain eligible until this date. You do not need to apply for Free School Meals again if you are already eligible at a Bournemouth School.

You are **not** eligible for Free School Meals if:

- You are not claiming one of the benefits from the list above
- You receive **Working Tax Credit** (excluding the 4-week run on)
- Or, your annual Household Income is over **£16,190** (before tax and any other deductions)

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

Children under the compulsory school age who are in full time, state maintained nursery education may also be able to get free school meals.


If your child attends a Bournemouth school, please return the completed form to:


Children's Information Service
Town Hall, Bourne Avenue, Bournemouth, BH2 6DY


When we receive your completed form:

1. Once we receive your completed application for Free School Meals we will check your benefit entitlement with data held by the Department of Work and Pensions, the Home Office and HMRC (Revenue and Customs) through a central Eligibility Checking System (ECS). If we cannot confirm your entitlement through this process we will write to you to ask you to provide up-to-date evidence of the benefit you receive.
2. We will inform you in writing whether or not your child/children are entitled to free school meals.
3. We will inform your child's school of the Free School Meal eligibility.

Local Authority (LA) contacts for Free School Meal applications: -

Bournemouth LA
 01202 456223

Poole LA
 01202 634250

Dorset LA
 01305 221060