**APPLICATION FOR FREE SCHOOL MEALS**

Please reply via email to: [**VIP@hendonschool.co.uk**](mailto:VIP@hendonschool.co.uk)

**ABOUT YOUR CHILD/CHILDREN**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Child’s name | Child’s Surname | Date of Birth | | | Name of Current School |
|  |  | DD | MM | RRRR |  |
|  |  | DD | MM | RRRR |  |
|  |  | DD | MM | RRRR |  |

**PARENT GUARDIAN DETAILS**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Parent/Guardian 1 | | | | | | | | | | Parent/Guardian 2 | | | | | | | | | | |
| Name |  | | | | | | | | | |  | | | | | | | | | | |
| Surname |  | | | | | | | | | |  | | | | | | | | | | |
| Date of Birth | DD | | | MM | | | RRRR | | | | DD | | | MM | | | | RRRR | | | |
| National Insurance Number\* |  |  |  | |  |  |  |  |  |  |  |  |  | |  |  |  | |  |  |  |
| Daytime Telephone Number |  | | | | | | | | | |  | | | | | | | | | | |
| Mobile Phone Number |  | | | | | | | | | |  | | | | | | | | | | |
| Address | Post code: | | | | | | | | | | Post code: | | | | | | | | | | |

**FAMILY BENEFITS AND INCOME DETAILS**

If you receive any of the benefits below, please put an X in the box

* Income Support
* Income-based Job Seeker’s Allowance
* Employment Allowance and Support Allowance
* Support from NASS under Part 6 of the Immigration and Asylum Act 1999
* An element of the pension loan guarantee
* Child tax credit (no working tax credit)
* Launch of tax relief
* Universal Credit.

**Universal Credit**

If you receive Universal Credit, is your net earned family income more than £7,400 a year? (Please put an X in the appropriate box).

Your net income is your household income after taxes and deductions. It does not include income from Universal Credit or other benefits you may receive

Yes No I’m not sure

**Child benefit**

If you receive child tax credit, whether your total gross income exceeds £16,190 annually (Please put an X in the appropriate box)).

Total gross income is household income before taxes.

Yes No I’m not sure

If you are unsure whether you receive one of the benefits listed or what your household income is but you would still like us to check whether your child is eligible for free school meals, please put an X in this box

**DECLARATION**

The information provided on this form is complete and accurate. I understand that my personal data is held securely and will only be used for local authority purposes. I consent to my local authority using this information to process my application for free school meals. I also consent to notifying the local authority in writing of any changes to my family's financial situation as set out in this form

Signature of parent/guardian: ………………………………………………………….

Date:……………………………………………………………………………………….

Thank you for completing this form.

The information you provide on this form will be used by the council to confirm that you receive one of the welfare benefits listed. Once confirmed, this helps determine how much money your child's school will receive each year.

This information will also be used for pupils aged 3 or over to decide whether they are eligible for free school meals.

You only need to complete this form once and it will be valid for as long as your child is at their current school. If your financial circumstances change, please contact the school or local authority.

We make every effort to ensure that the personal and sensitive information we hold about you is kept secure and protected, and we have put in place measures to prevent the loss, misuse or alteration of your personal information. We will use the information you provide to assess your eligibility for free school meals. Information may also be shared with other Council departments to offer benefits and services.