



## SLINFOLD CE PRIMARY SCHOOL AND PRE-SCHOOL

**Responsibility, Respect, Compassion, and Courage**

HEADTEACHER:  
Mr Iain Campbell

Dear Parent/Guardian

### **Could your child be entitled to additional funding to support their learning?**

We want to make sure that we are providing your child with the best education and support we can.

In our school, if your child is entitled to Pupil Premium funding, we receive additional financial support from Central Government, which we use to purchase specialist services and additional resources for your child and our school.

The following information will help you establish whether you qualify.

### **Who can get Pupil Premium funding (sometimes referred to as Free School Meals funding)?**

All pupils in Reception, Year 1 and Year 2 in primary schools are entitled to 'universal' free school meals. This is not the same as 'Free School Meals' (FSM). Pupils who are eligible for FSM receive additional funding called 'Pupil Premium'.

The pupil premium means that even if you don't wish for your child to access a free hot meal at school each day, being eligible will mean that our school will receive further funding. This means you can get extra financial support with other aspects of school life, not just a free school meal and can be used to support eligible pupils with their learning and can help towards the cost of school visits, buying educational equipment and with the purchasing of school uniform.

Your child is eligible for free school meals if you're in receipt of certain benefits, please refer to the attached application form for more details.

### **How to Claim**

If you think your family could qualify, please complete the attached form and return it to the school. Alternatively if you have any questions or would like to speak to Mr Jowett or another member of our staff team in complete confidence, please do not hesitate to get in contact. Copies of the attached form are also available from the school office and we would be very happy to help you complete the form. Alternatively, you can apply online at:

<https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/free-school-meals/>

Slinfold CE. Primary School, The Street, Slinfold, West Sussex. RH13 ORR

[www.slinfold.w-sussex.sch.uk](http://www.slinfold.w-sussex.sch.uk) .Tel: 01403 790253

E-mail: [office@slinfold.w-sussex.sch.uk](mailto:office@slinfold.w-sussex.sch.uk)



## APPLYING FOR FREE SCHOOL MEALS

Families who receive certain benefits may be eligible for free school meals. Your child is eligible for free school meals if you're in receipt of one of the following benefits:

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

Registering for free meals could also raise extra funds for your child's primary school which helps provide additional resources and services

This additional money is available from central government for every child whose parent is receiving one of the benefits listed above.

To check if your child is eligible, we need information about you and your child. Please complete this form and return to your child's school.

## ABOUT YOUR CHILD/CHILDREN

Child's last name	Child's first name	Male (M) Female (F)	Child's Date of Birth			Name of School	School town/village

## PARENT/GUARDIAN DETAILS

	Parent/Guardian 1	Parent/Guardian 2
Last name		
First Name		
Date of Birth	DD MM YYYY	DD MM YYYY
National Insurance Number*		
National Asylum Support Service (NASS) Number*		
Daytime Telephone Number		
Mobile Number		
Address	Postcode:	Postcode:

### Universal Credit

If you are in receipt of **Universal Credit**, is your net earned family income over £7,400 per year? (Please place an X in the appropriate box).

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

Yes ☐ No ☐ Unsure ☐

### Child Tax Credit

If you are in receipt of **Child Tax Credit**, is your joint gross annual income over £16,190 per year? (Please place an X in the appropriate box).

Your joint gross income is your household income before taxes are taken into account.

Yes ☐ No ☐ Unsure ☐

If you're not sure whether you receive one of the listed benefits, or what your household income is, but you would still like us to check whether your child is eligible for free school meals, please place an X in this box.

☐

## DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for local authority purposes. I agree to the local authority using this information to process my application for free school meals.

Signature of parent/guardian: .....

Date:.....

**Thank you for completing this form and helping to make sure your child's school is as well funded as possible. \*Please return to:** e-mail fsm@westsussex.gov.uk

Or you can print this form and give it to your child's school or post it to West Sussex County Council, Free School Meals, Pupil Support, 2nd Floor, The Grange, County Hall, Chichester, PO19 1RG

## How the information in this form will be used

The information you provide in this form will be used by the council to confirm receipt of one of the listed welfare benefits and to decide whether pupils are eligible for means tested free school meals. Once this is confirmed, this helps to decide how much money your child's school will receive each year.

We are committed to ensuring that the personal and sensitive information that we hold about you is protected and kept safe and secure, and we have measures in place to prevent the loss, misuse or alteration of your personal information. We will use the information you provide to assess entitlement to free school meals. The information may also be shared with other Council departments to offer benefits and services. All information used will comply with the Council's Privacy Policy which can be found in more detail on the link below.

<https://www.westsussex.gov.uk/privacy-policy/>