

CONFIDENTIAL

APPLICATION FOR FREE SCHOOL MEALS AND UNIFORM GRANT *Please read carefully. All applicants must complete Sections A and B*

ELIGIBILITY

Free School Meals are available only to children whose parents/guardians are in receipt of the following benefits:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income, as assessed by HM Revenue and Customs, that does not exceed £16,190
- Guarantee element of State Pension Credit

Section A:- Claimant's Details (Please complete in block capitals)

SURNAME..... FIRST NAME..... MR/MRS/MISS/MS.....

NATIONAL INSURANCE NO/NATIONAL ASYLUM SUPPORT NO

DATE OF BIRTH.....

ADDRESS.....

.....

POSTCODE..... TELEPHONE NO.....

E-MAIL ADDRESS

RELATIONSHIP TO CHILD(REN) E.G. PARENT/GUARDIAN.....

Please give details of each Secondary school age child in your family attending The Cowplain School.

Name(s) of Child(ren)	Date of Birth	Year Group from Sept 2016

Do you wish to apply for Free School Meals Yes ☐

Do you wish to apply for a School Uniform Grant Yes ☐

Do you wish to apply for Free School Transport Yes
(Please read TRAV1, complete TRAV2 & TRAV3
& return to School)

Uniform Grant

School uniform grants may be paid to parents/guardians whose children are eligible for free school meals.

The child/ren must also be in Year 7, Year 9, or Year 10 during the academic year running from September 2016 to July 2017.

Do you have a Bank/Building Society Account
(If you qualify for a uniform grant and would like the funds paid directly into your bank account please provide details on a separate sheet.)

Yes

No

Have you claimed for a school uniform grant before

Yes

No

Guidance for applying for Uniform Grant:

- 1) Secondary school uniform grants (and free school meals) are only available to children whose parents/guardians receive one or more of the following support payments:
 - Income Support (IS);
 - Income Based Job Seekers Allowance (IBJSA);
 - An income related Employment and Support Allowance (ESA ir);
 - Support under Part VI of the Immigration and Asylum Act 1999; or
 - Child Tax Credit, provided parents are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by HMRC.
 - Guarantee element of State Pension Credit.
- 2) No other category of support payment or combination of Tax Credits qualifies for secondary school uniform grant.
- 3) Children must be in Year 7, Year 9 or Year 10 from September 2016.
- 4) *Only one payment can be made for the school year September 2016 to July 2017.*
- 5) Applications will be accepted between 1 June 2016 and 14 July 2017. Cheques will be crossed and made payable to the person named as claimant overleaf. If bank details are provided, payment will be made online. **Grants will be issued after 13 September 2016.**

Section B- Declaration of parent/guardian

I declare that the information given on this form is correct. I agree that The Cowplain School will use the information, I have provided, to process my claim for free school meals and will contact other sources as allowed by the law to verify my initial and ongoing entitlement.

I agree to notify the school without delay of any change in my circumstances which may affect my entitlement to benefits.

Signed Date



Important: The personal information you provide will be used for the purpose of processing this application form and will be in accordance with the principles of the Data Protection Act 1998.

FOR OFFICE USE ONLY

Proof of entitlement for free school meals confirmed via OFSM		Date	
Authorised by		Date	
Free meals start date		Date	
SIMS administrator advised		Date	
Cheque/Payment processed		Date	

PLEASE RETURN THIS FORM TO:

Finance Office, The Cowplain School, Hart Plain Avenue, Cowplain, Waterlooville, PO8 8RY