



**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:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support
- Income-based Jobseeker’s Allowance
- Income-related Employment Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit, provided you are 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

**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 2018

**Do you wish to apply for Free School Meals**      Yes     

**Do you wish to apply for a School Uniform Grant**      Yes        
 (Please see guidance notes overleaf)

**If you wish to apply for Free School Transport**

(Please go to <https://www.hants.gov.uk/educationandlearning/schooltransport/apply>)

## 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 2018 to July 2019.

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:
  - Universal Credit, provided they have an annual net earned income not exceeding £7,400 (£616.67 per mnth)
  - 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;
  - 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.
  - Working Tax Credit run-on – paid for 4 weeks after they stop qualifying for Working Tax Credit
- 2) No other category of support payment or combination of Tax Credits qualifies for secondary school uniform grant.
- 3) Grants will be paid when Children are in Year 7 plus either Year 9 or Year 10 from September 2018. If a grant is paid in Year 9, an application will not be accepted when the child moves in to Year 10.
- 4) *Only one payment can be made for the school year September 2018 to July 2019.*
- 5) Applications will be accepted between 1 June 2018 and 13 July 2019. **Grants will be issued in the form of Skoolkit vouchers, by the end of July 18 for Year 7 and after 11 September 2018 for Year 9/10.**

### 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	
Vouchers Issued		Date	

PLEASE RETURN THIS FORM TO:  
Finance Office, The Cowplain School, Hart Plain Avenue, Cowplain, Waterlooville, PO8 8RY