



CONFIDENTIAL

APPLICATION FOR FREE SCHOOL MEALS

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 Job Seekers' Allowance
- income-related Employment and 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 as assessed by His Majesty's Revenue and Customs (Parents who are made redundant or start working less than 16 hours per week, may find their children are entitled to free meals for a limited period.)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- 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)

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 _____

EMAIL 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 2025

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 General Data Protection Regulation (GDPR) 2018.

PLEASE RETURN THIS FORM TO:

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

Alternatively, you can apply online at

<https://www.hants.gov.uk/educationandlearning/freeschoolmeals/juniorsecondary>

If you wish to apply for Free School Transport

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

It is important to note the deadline for Free Transport applications is 30th May 2025.

You will need to use an EducationOnlinePortal account to apply

<https://educationonlineportal.hants.gov.uk/EducationOnlinePortal/en?ReturnUrl=%2FEducationOnlinePortal%2F>

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	