

Application Form for Free School Meals

Important: Please fill in **all** sections carefully. This information is needed to check your eligibility for Free School Meals. Missing or incorrect information may lead to delays in processing your application or being told incorrect results. **You should only use this form if you are unable to apply online.**

1 Parent/Guardian details

	Parent/Guardian 1	Parent/Guardian 2																		
First name(s)																				
Last name																				
Date of Birth (DD/MM/YYYY)																				
National Insurance Number	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									
National Asylum Support Service No.	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>										<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									
Daytime Phone No.																				
Mobile Phone No.																				
Address																				
	Postcode:	Postcode:																		
Email Address																				

2 Parental responsibility

Relationship to child(ren): _____

Do you have parental responsibility for the child(ren)?

Yes

☐

No

☐

3 Details of all dependent children for whom you wish to claim Free School Meals

Legal Surname	First Name	Date of birth	School

4 Which benefit do you receive? (Please tick box below)

1. Income Support		5. Support under Part VI of the Immigration & Asylum Act 1999	
2. Income based Jobseeker's Allowance		6. Guaranteed Element of Pension Credit	
3. Employment & Support Allowance (income related)		7. 28 Day Working Tax Credit run on	
4. Child Tax Credit (<u>without Working Tax Credit</u>) & an annual gross income (as assessed by HM Revenue & Customs) that does not exceed £16,190		8. Universal Credit (with an annual net earned income of no more than £7,400*)	

* 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.

5 Further Information

Have you recently moved into the county? If so, from which county have you moved?

Yes

☐

No

☐

.....

Has the child(ren) you are applying for received free school meals in the past? If so, approximately when?

Yes

☐

No

☐

.....

6 Declaration: I confirm that as far as I know the information I have given above is correct.

I agree that Suffolk County Council will use the information I have provided to process my claim for free school lunches and will contact other sources (Department for Education, HMRC and Department for Work and Pensions), as allowed by law to verify my initial and continuing entitlement.

☐ (please tick box)

The information may also be shared with other Council departments to offer benefits and services (eg Passenger Transport Unit to check eligibility for school transport). ☐ (please tick box)

I confirm that I have parental responsibility for the above-named child(ren). ☐ (please tick box)

Your signature: _____ Date: _____

If you have any questions, you can contact the free school meals team on 01473 260989 or freeschoolmeals@suffolk.gov.uk

Please email completed forms to freeschoolmeals@suffolk.gov.uk