

**APPLICATION FOR FREE SCHOOL MEALS**

Please complete and return to your school together with an original proof of the relevant support payment(s) (your proof must be the official documentation that is sent from the Agency).

The relevant support payments are:-

- (1) Income Support/Employment Support Allowance (IR) (ESA(IR))
- (2) Income Based Job /Seekers Allowance
- (3) Support under the Immigration & Asylum Act 1999
- (4) Child Tax Credit [(1) provided that Working Tax Credit is not included (2) and that the 'annual income for Tax Credit proposes', is within the guidelines set for the financial year]
- (5) The 'Guarantee' element of State Pension Credit

Parent/Guardian details:		
Surname	Title	First Names
Address & Postcode:		Date of Birth:

Please give details of each child, including the school they attend:

Full Name	Date of Birth	Address	Name of School

Which benefit are you in receipt of:	<input checked="" type="checkbox"/>	Dated from	Dated to	NI/Reference No.
Income Support/ESA (IR)	<input type="checkbox"/>			
Job Seekers	<input type="checkbox"/>			
Immigration & Asylum Act	<input type="checkbox"/>			
Child Tax Credit with 'the annual income for tax credit purposes' is within this year's threshold figure (No Working Tax Credit – if unsure pass to School for assessment)	<input type="checkbox"/>			
'Guarantee' element of State Pension Credit	<input type="checkbox"/>			

I declare that the particulars stated on this form are correct and that I am in receipt of one of the relevant support payments for free school lunches. I understand that any details given by me may be checked. I undertake to notify the school immediately I cease to receive or have any changes to the relevant support payment (please note that you will be required to meet the cost of any free school meals provided after the date you cease to receive entitlement)

I agree that you will use the information I have provided to process my claim for free school lunches and will contact other sources as allowed by law to verify my initial, and ongoing, entitlement.

Signature \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

**OFFICE USE ONLY**

Sent to OCC Hub date \_\_\_\_\_ Result true/false/not found

Sims update date \_\_\_\_\_ More info sought date \_\_\_\_\_