

If you do not sign the form, your application may be delayed and your child may not receive free school meals.

### Declaration

I declare that the information given on this form is correct. I agree to inform Brent Council if the children change school, home address or stop receiving any of the eligible benefits. I authorise Brent Council to check the details provided with any relevant body, to check the internal council database and the DfE ECS to verify benefits.

I understand that making a false declaration is a serious matter and could render me liable to prosecution.

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 the law to verify my initial, and ongoing, entitlement.

Signature.....

Full name..... Date (DD/MM/YYYY) .....

We have a responsibility to protect the public funds we administer. The information you provide is held on a computer database registered in accordance with the Data Protection Act 1998 and may also be used for prevention and detection of fraud and crime. For these purposes we may also share the information with any other public sector bodies and government agencies who administer public funds under statutory requirements.



7080 05/2014

## FREE SCHOOL MEALS/ PUPIL PREMIUM APPLICATION 2014/2015

Research has shown that healthy free school meals improve children's learning and productivity.

From September 2014 all children attending school in infant classes, which are Reception, Year 1 and Year 2, will be able to receive a free school meal whether their parents are in receipt of benefits or not.

If your child is in an infant class **we still need you to apply** for a free meal if you are in receipt of benefits. Your school will receive additional funding called the 'Pupil Premium' for every child registered as eligible through receiving benefits.

Children in other year groups and in secondary schools will have to apply for a free meal and the council will check your eligibility.

Schools can use the extra money for a range of activities that can help to raise attainment such as additional tuition, learning support assistants, art therapy, booster classes, educational trips and after school clubs. They continue to receive this funding for up to six years.

**Even if you do not want your child to receive a free meal, don't let your school miss out on this important extra funding that will benefit your child, please fill in the form overleaf.**



[www.brent.gov.uk/freeschoolmeals](http://www.brent.gov.uk/freeschoolmeals)



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# FREE SCHOOL MEALS / PUPIL PREMIUM APPLICATION FORM 2014 / 2015

Please apply online at [www.brent.gov.uk/freeschoolmeals](http://www.brent.gov.uk/freeschoolmeals) or return this completed form to **Children's Team, Brent Customer Services, PO Box 1057, Wembley, Middlesex HA9 1HJ**. If you require any assistance in completing this form, you can email us at: [school.admissions@brent.gov.uk](mailto:school.admissions@brent.gov.uk) or call us on 020 8937 3100.

You must complete all sections of the application form, including all details of each child attending a school in Brent and sign the declaration statement. We may contact you if any more information is required. Please return this form as soon as possible.

**Eligibility for free school meals will not be backdated.**

## Details of the parent/guardian who is receiving benefits ONLY

Title (please tick relevant box) Mr  Mrs  Miss  Ms  Other

Parent/guardian first name

Parent/guardian surname

Current family address

Postcode

Date of birth Day   Month   Year

Please provide your mobile number and email address, so we can communicate with you

Landline number

Mobile number

Email address

**You must provide us** with your NI or NASS number and date of birth in order for us to check your eligibility with the Department of Education, Eligibility Checking Service (ECS)

National Insurance Number or National Asylum Support Service Reference Number

## Details of the benefits you are currently receiving

Please tick if you are in receipt of Working Tax Credit.

**Proof of Child Benefit must be provided if this is your first application.**

**To be eligible for free school meals you must be in receipt of one of the following benefits:**

Please tick the type of benefit(s) you are currently receiving.

- |   |   |
|---|---|
| <input type="checkbox"/> Income Support   | <input type="checkbox"/> Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190) |
| <input type="checkbox"/> Income-based Jobseekers Allowance                            | <input type="checkbox"/> Working Tax Credit run-on-paid for four weeks after you stop qualifying for Working Tax Credit                                     |
| <input type="checkbox"/> Income-related Employment and Support Allowance              | <input type="checkbox"/> Universal Credit   |
| <input type="checkbox"/> Support under Part VI of the Immigration and Asylum Act 1999 |   |
| <input type="checkbox"/> The guaranteed element of State Pension Credit               |   |

Children who receive a qualifying benefit in their own right are also allowed to receive free school meals. Children under the compulsory school age who are in full time education may also be entitled to receive free school meals.

## Child(ren) details

Please complete one box for each child you wish to receive free school meals. If you are claiming for more than four children, please complete additional details on a separate form.

### First child

Surname  First name

Date of birth  /  /  Male  Female

Brent school name

Postcode  School attendance start date  /  /

Have you previously applied to Brent for free school meals? Yes  No

### Second child

Surname  First name

Date of birth  /  /  Male  Female

Brent school name

Postcode  School attendance start date  /  /

Have you previously applied to Brent for free school meals? Yes  No

### Third child

Surname  First name

Date of birth  /  /  Male  Female

Brent school name

Postcode  School attendance start date  /  /

Have you previously applied to Brent for free school meals? Yes  No

### Fourth child

Surname  First name

Date of birth  /  /  Male  Female

Brent school name

Postcode  School attendance start date  /  /

Have you previously applied to Brent for free school meals? Yes  No

Please complete the application by signing the declaration overleaf.