# Application for Free School Meals/Pupil Premium

# IMPORTANT NOTE – Please read before completing the attached application form

## Do you qualify? Children in Infants (reception, years 1 and 2) are automatically eligible for Free School Meals, however if you or your partner receives an eligible benefit then your child’s school will receive money for every child registered for free school meals/pupil premium. Please refer to the table below to check if you qualify for free school meals/pupil premium.

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| --- | --- |
| **Type of Benefit** | **Free School Meals/Pupil Premium** |
| Income Support | Yes |
| Jobseekers Allowance (Income – Based) | Yes |
| Employment Support Allowance (Income Related) | Yes |
| Child Tax Credit ONLY provided you are not entitled to Working Tax Credit and have annual income of less than £16190.00 | Yes |
| Universal Credit and have a net household income of less than £7400 per annum (£616.67 net each month) | Yes |
| Guarantee Element of State Pension Credit | Yes |
| Support Under Part VI of the Immigration & Asylum Act 1999 | Yes |
| Working Tax Credit (even if you are means tested out and don’t receive payment) and have an income of less than £16190.00 | NO |
| Working Tax Credit run-on (paid for the four weeks after you stop qualifying for Working Tax Credit) | Yes |

# What do you do now?

Please contact the Pupil Support Section on 0151 934 3263/3246 who will check your eligibility and if eligible your details will be taken and your children will be put on free school meals within the week. Alternatively you can complete form B1 and send to the address stated below.

When will the free school meals start?

Applications received during the summer holidays will start receiving a free school meal on the first day of term, if your application is received after this date it will processed within the week. Free school meals are not normally backdated, however if you feel that you have exceptional circumstance please contact us.

**Do I need to supply proof to support my application?**

NO PROOF IS REQUIRED – Your entitlement will be checked automatically – you may be asked for proof at a later date if we are unable to determine if you are eligible or not.

Please remember to inform us of any changes that may affect your claim.

##### School Admissions & Pupil Support Section, Town Hall, Bootle L20 7AE Tel: 0151 934 3263/3246. Email: [education.benefits@sefton.gov.uk](mailto:education.benefits@sefton.gov.uk)