



FREE SCHOOL MEALS APPLICATION FORM

Please complete the form in **BLOCK CAPITALS**

[illegible]

Address:	Contact Telephone Number
	Email Address
Postcode:	
What is your relationship to the children listed below?	

If you change your address you MUST inform the South Gloucestershire Council immediately to ensure that all correspondence is sent to the correct address.

Children at School (include **all** children, even if they have been renewed recently)

[illegible]

BEFORE YOU APPLY PLEASE READ AND SIGN THE FOLLOWING UNDERTAKING.

I understand that South Gloucestershire Council is under a duty to protect the public funds it administers and to this end may use the information I provide within the Authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for these purposes.

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

I confirm that the information given on this form is correct and I will inform you immediately of any change in circumstances. I understand that any false or misleading information given on this form or failure to disclose relevant information may make this application void and could render me liable to legal proceedings.

I confirm that the children named above are included in my claim.

Signature _____ Date _____

AM I ELIGIBLE FOR FREE SCHOOL MEALS?

You are eligible for free school meals if you receive:

- 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)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- 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)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit

HOW TO APPLY

1. Complete the boxes overleaf with your details and your children's details. If you need help to complete this part of the form, telephone the Children and Young People Information Service on 01454 868008.
2. Sign the form.
3. Return this form to: **SOUTH GLOUCESTERSHIRE COUNCIL, COUNCIL OFFICES, PO Box 1955, BRISTOL BS37 0DE**