



## DUNNINGTON C.E. PRIMARY SCHOOL

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22 March 2018

Dear Parent/Carer

### *Re: Universal Credit and Free School Meals*

As you may be aware the government has recently announced that from 01 April they are revising the eligibility for children from low income households to receive free school meals as part of the Universal Credit (UC) scheme.

- Currently and until 31 March the children of all UC claimants are eligible to receive a free school meal.
- After 01 April, for UC claimants, only those parent/carers with a household income of less than £7,400 will be eligible.

It is therefore important that, if you receive UC and are not currently eligible to receive free school meals for your children on the basis of being on a low income (that is not including those who automatically receive a free school meal in Reception, Year 1 and Year 2), that you apply now.

You can apply either:

- by completing the attached form that should be dated and sent to the council by email to [education@york.gov.uk](mailto:education@york.gov.uk) or by post to the address on the top of this letter by no later than 31 March.
- by completing the online form on the Parent Portal at any time up until 23:59 31 March at [www.york.gov.uk/freeschoolmeals](http://www.york.gov.uk/freeschoolmeals) and forward a screenshot by email to [education@york.gov.uk](mailto:education@york.gov.uk) or UC confirmation letter in your own name showing they receive UC.



South York  
MULTI-ACADEMY TRUST

The South York Multi-Academy Trust. Please see our website for a full list of our partner primary schools.

Registered address: Fulfordgate, Heslington Lane, Fulford, York YO10 4FY.

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In both circumstances you will also need to send proof of your UC status either by attaching a screenshot, email, or UC confirmation letter in your own name showing that you currently receive UC. You can do this either in an email or by post. Please include your full name and the name of your child(ren) in the email or covering letter.

All those applications and proofs received before 01 April will be accepted. Please note that we will not be able to process those sent/received after 31 March without referring to the new £7,400 household earnings threshold, for which we may require further proof.

The government has stated that any child that receives a free school meal on or before 31 March 2018 on the basis of being on a low income (that is not including those who automatically receive a free school meal in Reception, Year 1 and Year 2) will be 'protected' by these changes for a number of years to come – until after the end of the UC 'rollout' plus until the end of a child's time at their current phase of school – for example for a primary aged pupil until the end of their time at primary school.

For each child of an eligible parent that attends school full time and is of school age;

- your child is entitled to take up a free school meal, and
- your child's school will receive additional funding for up to the next 6 years by claiming the Pupil Premium – in 2017/18 this is worth £1320 per pupil to a primary school and £935 per pupil to a secondary school.

This additional funding helps schools greatly, and so if you think you may be eligible as you are now in receipt of UC, we ask that you apply now, and ensure we receive your application before 01 April. Thank you in advance for applying.

If you require any further information, please contact us on 01904 551554 or email [education@york.gov.uk](mailto:education@york.gov.uk).

Yours faithfully,

School Services



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School Services

Educational Benefits Form for

## Free School Meals and the Pupil Premium

### Who can receive free school meals?

All children in the first three years of primary school (those in reception, year 1 and year 2) and attending full-time are automatically entitled to take up a free school meal. If you receive one of the qualifying benefits listed below, **we ask that you complete this form** as your child's school may benefit from additional funding called the pupil premium.

For children in year 3 to year 13 in schools, you should complete this form and return it to us. If eligible, your child's school may also receive additional funding called the pupil premium.

Students in year 12 or year 13 attending a college should apply direct to the college for free school meals and other assistance that may be available.

### What are the qualifying benefits?

If you receive an income-related benefit such as Income Support, income-related Employment and Support Allowance, or income-based Jobseekers Allowance you will be entitled. You may also be entitled if you receive Universal Credit or Child Tax Credits and your annual household income is below £16,190. You will not be entitled if you receive Working Tax Credit, unless you have very recently started to claim, in which case free school meals can be provided only for a four week period.

### Child(ren)'s details

Surname	Forename	Date of Birth	School

please also complete parent details and sign over the page

## Parent/Carer's details

Surname	Title
Forename	Relationship to Child(ren)
National Insurance Number, eg AB123456C	Date of Birth
Address	Email Address
Post Code	Mobile Phone

When looking at your application, we will undertake checks of your details. We may request copies of paper proofs from you before we can confirm your eligibility. Please note that the criteria for the following benefits are correct as of February 2015 but may be subject to change. Further information can be found online at [www.york.gov.uk/freeschoolmeals](http://www.york.gov.uk/freeschoolmeals)

### Declaration

I certify that the information I have provided above is true and correct. I authorise the City of York Council to undertake checks of my details now and later to determine eligibility for free school meals and the pupil premium for my child(ren). If my circumstances change and I am no longer entitled to free school meals for my child(ren) I will inform the City of York Council. I understand that I am responsible for any costs incurred from receiving any school meals whilst not entitled.

The data you have provided to City of York Council will be used by us, and may be shared with schools and the Department for Education for the purposes of providing for children's education and supporting your child's teaching and learning. For more information on how we may use your data, including privacy notices, please visit [www.york.gov.uk/freeschoolmeals](http://www.york.gov.uk/freeschoolmeals)

Signed	Date
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