



## FREE SCHOOL MEALS APPLICATION FORM

Please complete the form in **BLOCK CAPITALS**

Parent/Carer	Last Name	First Name	Date of Birth	National Insurance Number										
Mr/Mrs/Miss/Ms				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> </tr> </table>										

Address:    Postcode:	<b>Contact Telephone Number</b>
	<b>Email Address</b>

***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)

Last Name	First Name	Date of Birth	School

**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:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State 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 4 weeks after you stop qualifying for Working Tax Credit
- Universal 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: 01454 868008.
2. Sign the form.
3. Return this form to:

South Gloucestershire Council  
Department for Children, Adults and Health  
Civic Centre  
High Street  
Kingswood  
Bristol  
BS15 0DQ