



# Chilwell Croft Academy

All different • All equal • All achieving

Chilwell Croft, Newtown, Birmingham, West Midlands, B19 2QH

Telephone: 0121 464 3402

Fax: 0121 464 2088

Website: [www.chilwellcroft.com](http://www.chilwellcroft.com)

Email: [enquiry@chilwellcroft.bham.sch.uk](mailto:enquiry@chilwellcroft.bham.sch.uk)

Headteacher: Nick Lambert

Executive Headteacher: Heather Roberts

18<sup>th</sup> June 2018

## Re: Registration form for free school meal eligibility

Dear Parent/Guardian,

Due to the changes within the benefit system, we need to make sure that we are providing your child with the best education and support we can. Healthy school food has obvious health benefits and can help pupils establish healthy habits for life. Healthy school food can also help to improve pupils' readiness to learn.

With the increase in benefits for families, some families may now be eligible for free school meals.

Your child is eligible for free school meals if you're in receipt of one of the following benefits:

- Universal Credit with an annual net earned income of no more than £7,400.
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part 6 of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Working Tax Credit run-on (paid for the four weeks after you stop qualifying for Working Tax Credit)
- Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190

Registering for free meals could also raise an extra **£1,320** for your child's primary school, to fund valuable support like extra tuition, additional teaching staff or after school activities.

This additional money is available from central government for every child whose parent is receiving one of the benefits listed above.

The Government changed benefit rules as of 1<sup>st</sup> April 2018 and as a result of these changes, we now need to recheck if your child is eligible, we need information about you and your child to enable us to do this. **Please also note that school meals will increase in price to £2.30 from September 2018.**



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Please complete this form and return it back to school by **Friday 22<sup>nd</sup> June 2018**, failure to return this form with the information requested may result in your child's free meals being stopped from **Monday 25<sup>th</sup> June 2018**.

**Parents whose children are currently in Year 2 only:**

It is vital that you complete this form as a priority as from September 18 when your child moves to Year 3 your child will not automatically be entitled to a free meal under the current Universal Free School offer. The Universal Free School Meal is only funded by the Government for pupils in Reception to Year 2.

Should you need any support completing this form please see any of the office staff.

Yours faithfully,

Mrs Pravina Patel  
School Business Manager



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## Registration form for free school meal eligibility

### ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Child's Date of Birth			Year Group
		DD	MM	YYYY	
		DD	MM	YYYY	
		DD	MM	YYYY	

### PARENT/GUARDIAN DETAILS

	Parent/Guardian 1										Parent/Guardian 2									
Last name																				
First Name																				
Date of Birth	DD	MM	YYYY	DD	MM	YYYY														
National Insurance Number*																				
National Asylum Support Service (NASS) Number*			/		/								/		/					
Daytime Telephone Number																				
Mobile Number																				
Address																				
	Postcode:										Postcode:									



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## FAMILY INCOME AND BENEFIT DETAILS

If you receive any of the benefits listed below, please place an X in this box. ☐

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support from NASS under part 6 of the Immigration and Asylum Act 1999
- the guarantee element of Pension Credit
- Child Tax Credit (with no Working Tax Credit)
- Working Tax Credit run-on
- Universal Credit.

### Universal Credit

If you are in receipt of **Universal Credit**, is your net earned family income over £7,400 per year? (Please place an X in the appropriate box).

Your net earned income is your household income after taxes and deductions. It does **not** include income through Universal Credit or other benefits that you may receive.

Yes ☐ No ☐ Unsure ☐

### Child Tax Credit

If you are in receipt of **Child Tax Credit**, is your joint gross annual income over £16,190 per year? (Please place an X in the appropriate box).

Your joint gross income is your household income before taxes are taken into account.

Yes ☐ No ☐ Unsure ☐

If you're not sure whether you receive one of the listed benefits, or what your household income is, but you would still like us to check whether your child is eligible for free school meals, please place an X in this box. ☐



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## Parents whose children are currently in Year 2 only:

From September 2018 my child will:

☐

either bring a packed lunch to school

Or

☐

have a school meal which I will pay £2.30 per day for

## DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for school purposes. I agree to the school using this information to process my application for free school meals. I also agree to notify the school in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent/guardian: .....

Date:.....

**Thank you for completing this form and helping to make sure our school is as well funded as possible.**

## How the information in this form will be used

The information you provide in this form will be used by the council to confirm receipt of one of the listed welfare benefits. Once this is confirmed, this helps to decide how much money your child's school will receive each year.

The information will also be used in relation to pupils in year 3 or above to decide whether they are eligible for free school meals.

You only need to complete this form once and it will last for the duration of your child's time at their current school. You should contact the school or local authority if you have a change in financial circumstances.

We are committed to ensuring that the personal and sensitive information that we hold about you is protected and kept safe and secure, and we have measures in place to prevent the loss, misuse or alteration of your personal information. We will use the information you provide to assess entitlement to free school meals. The information may also be shared with other Council departments to offer benefits and services