



Bournville
PRIMARY SCHOOL

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2nd October 2014

To Parents of all KS2 Children

Free School Meal Entitlement Reception, Year 1 and Year 2 children.

Dear Parent/Carer,

Those parents who have an income at or below £16,190 per year are entitled to a free school meal and Pupil Premium funding of £1,300 for each child. This money is used to provide such things as: school trips, wow days, music lessons, school special days and visitors, parent support, reading support, maths support, help with residential visits, clubs and many other extras that make this school very special.

If you know or think that your child is entitled **please fill out the attached form and return to the school office.**

Make sure your kids get what they should have!

If you would like help with the form please ask at the school office, or have a chat with your child's classroom staff. If you have any problems please contact the school and we will help you.

If you have already filled out the attached form, thank you.

Yours

Adam Matthews
Headteacher

About this form

From September 2014 all children who are in reception, year 1 or year 2 in a state-funded school will be offered a free healthy school lunch. Children in other school years will also be offered a free school lunch if their parent is receiving any of the welfare benefits listed overleaf.

Registering could raise money for your child's school

Registering for free meals will raise an extra £1,300 for your child and trigger extra money for the school, to fund valuable support like extra tuition, additional teaching staff and other school activities.

This additional money is available from central government for every child whose parent is receiving one of the welfare benefits listed in the form. **It is therefore important to sign up for free school meals, even if your child is in reception, year 1 or year 2, so that your child's school receives as much funding 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 children 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.

Thank you for completing this form and helping to make sure your child's school is as well funded as possible.

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.

Bournville Primary School

Registration Form for Free School Meals and Pupil Premium

We need information about you and your child, so that we can provide them with the best education and support by making sure that our school receives all the government funding to which it is entitled. Please complete this form and return to the school.

FAMILY INCOME AND BENEFIT DETAILS

Is your joint family income over £16,190 per year? (Please place an X in the appropriate box).

Yes No

If you have ticked yes, you do not need to complete form. If no, please complete the form.

ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Child's Date of Birth			Name of School
		DD	MM	YYYY	
		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:

* Complete as appropriate

If you ticked no, please place an X in this box if you¹ are in receipt of any of the benefits listed below:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support from NASS (National Asylum Support Service) under part 6 of the Immigration and Asylum Act 1999
- the guarantee element of State Pension Credit
- Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190
- Working Tax Credit run-on
- Universal Credit.

Please place an X in this box if you are not sure whether your joint family income is over £16,190, or whether you are in receipt of one of the benefits listed above, but you would still like us to check whether your child is eligible for free school meals:

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 local authority purposes. I agree to the local authority using this information to process my application for free school meals. I also agree to notify the local authority in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent/guardian:

Date:.....

¹ This includes those who have parental rights for the child/children named on this form.