LONDON BOROUGH OF BEXLEY

www.bexley.gov.uk

Application for free school meals

To qualify for a free school meal, parents must be in receipt of one of the following support payments

- Income Support; or,
- Income based Employment and Support Allowance; or
- Income based Job Seekers Allowance; or
- Child Tax Credit, provided they are not entitled to working tax credit and have an annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190; or,
- Guarantee Element of State Pension Credit; or,
- Working Tax Credit 'run-on' the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit.

Families in receipt of Working Tax Credit or other support payments, apart from those mentioned above, are not entitled to free school meals.

Children who receive any of the qualifiying benefits listed above in their own right are also eligible to receive free school meals.

Children who qualify for free school meals, based upon the above criteria, must also receive education both before and after the lunch period in order to be eligible.

A. Details of Parent applying

Surname

Forename

Mr/Mrs/ Miss/Ms

Address

Postcode

Contact telephone number

National Insurance number

Date of birth

B. Details of Children

Surname	Forename	Date of birth	Gender	School

C. Declaration by parent

- I am the parent who is in receipt of Child Benefit for the child(ren).
- The information I have given on this form is complete and accurate to the best of my knowledge and belief.
- I agree that the London Borough of Bexley (Organisation on behalf of the London Borough of Bexley) may make enquiries of other departments/agencies, as allowed in law, to verify the information I have given. Including checking the Department for Education (DFE) Free School Meals Eligibility Checking System.
- When my circumstances change such that I am no longer entitled to claim free school meals for my children, I will inform London Borough of Bexley (Organisation on behalf of the London Borough of Bexley) and the school(s) my child(ren) attend, immediately.
- I understand that if I continue to claim free school meals when my circumstances change I will be liable to repay the cost of meals taken by my child(ren).

Signed _____ Date _____

Name _____

please print

Information Sharing
We may pass the information you have supplied to other agencies or organisations such as the Department for Work and Pensions and Her Majesty's Revenue and Customs to help us check your application and to prevent or detect fraud. We may also share this information with other bodies responsible for auditing or administering public funds for these purposes. We may check the information you have provided (or information about you that someone else has provided) with other information we hold. If you want to know more about what information we have about you, or the way we use your information you can ask the Council by telephoning 0208 303 7777 or emailing foi@bexley.gov.uk The following link gives further information about the Council's privacy policy: www.bexley.gov.uk

When completed please return this form to:

Free School Meals Team
London Borough of Bexley
Erith Town Hall
Erith
Kent DA8 1TL

Telephone 01322 356019
Fax: 01322 338712
Email: Bexley.freeschoolmeals@secure.capita.co.uk

If you would like the information in this document in a different format, please call 020 8303 7777 and ask for Communications/Graphics. The reference to quote is: 52341/05.18