



# Application for Free School Meals

EFSM - F1

Person Number:

Please note Free School Meals cannot be backdated. Applications can only be considered from the date the Local Authority receives your form.

## Section 1 - Applicant Details (Parent or Guardian in receipt of a qualifying benefit)

(Mrs/Ms/Miss/Mr delete as appropriate)

Forename's \_\_\_\_\_ Surname \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

National Insurance / Asylum Seeker Number \_\_\_\_\_

Date of birth \_\_\_\_\_ Tel Number \_\_\_\_\_

Are you a One Parent Family? **Y/N** Have you applied before? **Y/N**

Previous address if moved within last 12 months \_\_\_\_\_

## Section 2 - Details of your Partner, if applicable

(Mrs/Ms/Miss/Mr delete as appropriate)

Forename's \_\_\_\_\_ Surname \_\_\_\_\_

National Insurance / Asylum Seeker Number \_\_\_\_\_

Date of birth \_\_\_\_\_

## Section 3 - Children

First Name	Surname	Date of Birth	Name of School	Relationship to Child

## Section 4 - Benefit

I am in receipt of: (please tick relevant box)

- ☐ Income Support
- ☐ Jobseekers Allowance (Income Based)
- ☐ Pension Credit (Guaranteed Credit)
- ☐ Employment and Support Allowance (Income Related)
- ☐ Universal Credit
- ☐ Support under part VI of the Immigration and Asylum act 1999
- ☐ Child Tax Credit with a joint annual taxable income no more than £16,190.00  
(**Providing you are not entitled to Working Tax Credit on a regular basis**)
- ☐ Working Tax Credit **Run On** (Paid for 4 weeks after you stop qualifying for Working Tax Credit)

## Section 5 - Declaration

I CERTIFY that the information given on this form is correct to the best of my knowledge and belief, and **I will notify the Council immediately of any change in circumstances.**

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 initial, and ongoing, entitlement. I understand that the results of any Free School Meals eligibility check may also be used to assess my entitlement to receive free travel to school. I also understand that the information contained in this form may be passed to a third party if they are involved in the provision of free school meals.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Applicants are advised that it is a criminal offence to knowingly make an untrue statement or other false information to obtain a grant, contribution or other financial benefit from the Council. This Council is under a duty to protect the public funds it administers and to this end may use the information on this form within the authority for the prevention and detection of fraud.

Application forms should either be returned to your child's school or the Financial Services Section, Educational Benefits, Redcar and Cleveland Borough Council, Redcar and Cleveland House, Kirkleatham Street, Redcar, Yorkshire TS10 1YA.

### OFFICE USE ONLY: -

Date ECS Checked: \_\_\_\_\_

Notes: \_\_\_\_\_



## Free School Meals Applications Important Notes

Parents/Guardians will no longer be required to send a copy of their benefit evidence to support their claim.

We will check your entitlement on the Free School Meals Eligibility Checking Service where data is held by the Department for Work and Pensions (DWP), Her Majesty's Revenues and Customs and the Home Office. If the Department for Education's Eligibility Checking Service is unable to confirm that you are entitled to Free School Meals, it will be necessary for us to ask you to provide evidence.

If you are in receipt of one of the following you may qualify for Free School Meals: -

### **Income Support**

**Pension Credit (Guaranteed Credit)**

**Jobseekers Allowance (Income Based)**

**Employment and Support Allowance (Income Related)**

**Universal Credit**

**Support under part VI of the Immigration and Asylum act 1999**

**Child Tax Credit and their joint Annual Taxable Income (as assessed by Her Majesty's Revenues and Customs) is £16,190.00 or less**

**Working Tax Credit Run On (Paid for 4 weeks after you stop qualifying for Working Tax Credit)**

**It should be noted that if you are in receipt of Working Tax Credit on a regular basis you will not qualify for free school meals.**

Application forms should either be returned to your child's school or the Financial Services Section, Educational Benefits, Redcar and Cleveland Borough Council, Redcar and Cleveland House, Kirkleatham Street, Redcar Yorkshire, TS10 1YA.

Alternatively you can contact Educational Benefits on 01642 774774 and an application form can be completed over the telephone.

If you have any questions about Free School Meals you can contact us by:

Telephoning – 01642 774774

Emailing – [educationalbenefits@redcar-cleveland.gov.uk](mailto:educationalbenefits@redcar-cleveland.gov.uk)

Visiting - Visiting Customer Services at Redcar and Cleveland House, Kirkleatham Street, Redcar / Low Grange District Centre, Normanby Road, Southbank or Belmont House, Rectory Lane, Guisborough.