Count me in!

Cambridgeshire County Council

Application for Free School Meals/ Pupil Premium Funding

Please complete all sections of this form using black ink and BLOCK CAPITALS

1. PARENT/GUARDIAN DETAILS

Title	
Surname/Family name	
First name	
Date of birth	
National Insurance number	
National Asylum Seeker number	
Day time telephone number	
Parent/Guardian's current address	
Email address	
By providing an email address you are agreeing to receive the response by email	

2. CHILD/CHILDREN'S DETAILS

(Please include all children who are aged 2-19, do not include children you are fostering)

* Surname:	* First name:	*Date of birth:	* School:	Relationship to child
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		/ /		
		/ /		
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3. FAMILY INCOME AND BENEFIT DETAILS

*Please ☑ the corresponding benefit you are receiving		Universal Credits (no more than £7,400 take home pay)	☐
Income Support	☐	**Income Based** Job Seekers allowance	☐
Income Related Employment Support Allowance	☐	Guarantee element of State Pension Credit	☐
Child Tax Credit with an annual income less than £16,190	☐	Support under part VI of the Immigration & Asylum Act 1999	☐

Families in receipt of Working Tax Credit are not eligible for Free School Meals and Pupil Premium.

Education Welfare Benefit Service collect and use information about you so that we can provide your child(ren) with entitlement to education benefits under The Education Act 1996. The information you share will be held in accordance with the Data Protection Act and will be shared with other bodies administering public funds to determine the support available, to verify the initial and ongoing entitlement and also for the prevention and detection of fraud in connection with this claim. Full details about how we use this data and the rights you have around this can be found at www.cambridgeshire.gov.uk/privacy . If you have any data protection queries, please contact the Data Protection Officer at data.protection@cambridgeshire.gov.uk.

By signing this form, I confirm I understand that data will be shared as appropriate to enable the Education Welfare Benefit Service to make periodic checks using the secure benefit checking system to confirm my entitlement to education benefits.

***Signed:**_____ ***Date:**_____

FREE SCHOOL MEALS (FSM) AND PUPIL PREMIUM (PP)

What is Pupil Premium?

Pupil Premium is additional funding given to schools to help raise the attainment of pupils. It is paid to schools according to the number of pupils who have been: Registered as eligible for free school meals at any point in the last 6 years. In the financial year 1st April 2019 to 31st March 2020, pupil premium funding will be:

- £1,320 for each eligible primary aged pupil
- £935 for each eligible secondary aged pupil and
- £2,300 for those in care

How is Pupil Premium used?

The funding can be used for a range of interventions including: help with costs of school trips, music fees, teaching assistant staff, after school programmes, equipment. To find out more about how this funding is used at your child's school, please contact the school or visit the school website.

Who is eligible for Free School Meals and Pupil Premium?

All children who are at school; and were under 19 at the start of the academic year; and are claiming or have parents who are claiming:

- Income support; or
- Income Based Job Seekers Allowance; or
- Income Related Employment and Support Allowance or
- Child Tax Credit, as long as you **do not** get Working Tax Credit and whose annual income (as assessed by HM Revenue & Customs) does not exceed £16,190; or
- Support under part VI of the Immigration & asylum Act 1999; or
- Guarantee element of State Pension Credit
- Universal Credit (with an annual take home pay of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)

Note:

- Families in receipt of Working Tax Credit **are not** eligible for Free School Meals and Pupil Premium.
- Those entitled to **Working Tax Credit during the four-week period immediately after their employment ceases, or after they start to work less than 16 hours per week, are entitled to Free School Meals.**
- The Pupil Premium will only be awarded to your school if you apply for Free School Meals, however, please note your child is not required to have the Free School Meals if they prefer not to.
- Children at a maintained Nursery must be attending both the morning and afternoon session on the same day to qualify. For more information on which Nurseries are maintained please contact the Education Welfare Benefits service.

When do I apply?

Please apply as soon as you become eligible under the above criteria. We will write to you to confirm entitlement has started and will continue to check your entitlement via our secure electronic checking system.

Our commitment to you

We shall process your claim within 3 working days of receiving a valid application form and advise you and your child's school of his/her entitlement to Free School Meals and Pupil Premium.

Sending your application

Please complete and return this form in any one of the following ways:

- Post to: Education Welfare Benefits Service, Cambridgeshire County Council, OCT 1222, Octagon 2, Shire Hall, Cambridge, CB3 0AP
- Fax to: 01223 699481
- Scan and email to: ewb.fsm@cambridgeshire.gov.uk
- Return to school, who will then send it to us to process.