



Free School Meals

Is your child eligible?

• **Am I Eligible?**

Pupils whose parents receive:-

- Income Support **OR** Income Based Job Seeker's Allowance **OR** receive Income Support in their own right **OR**
- Child Tax Credit but who are **NOT** entitled to a Working Tax Credit* and whose annual income (as assessed by the Inland Revenue) does not exceed £16,190 (subject to annual review). * Where a parent is entitled to Working Tax Credit during the four week period immediately after their employment ceases, or after they start work less 16 hours per week, their children are entitled to free school meals for that period **OR**
- Support under Part VI of the Immigration and Asylum Act 1999 **OR**
- Guarantee Element of State Pension Credit are eligible to receive free school meals
- Income Related Employment and Support Allowance.

• **How old do pupils have to be?**

Any pupils in full-time attendance at school, who continue to be eligible, may receive free school meals until their 19th birthday.

• **How do I apply for FREE SCHOOL MEALS?**

You complete an application form which can be obtained from:-

Children and Young People's Services Directorate,
(2nd Floor) New Town House,
Buttermarket Street,
Warrington, Cheshire, WA1 2NJ
(Telephone: 01925 442938)

or from your local school.

The completed form must then be returned to the Children and Young People's Services Directorate with proof of eligibility.

• **What is proof of eligibility?**

You can provide proof of eligibility as follows:-

For all qualifying benefits listed above

Complete the details of the person claiming benefit on the application form and tick the box to give your permission for the Local Authority to check your entitlement online.

Alternatively you can provide proof in one of the following ways:

Income Support - letter of entitlement to Income Support which must be dated no more than 6 weeks before the date of application.

Income Based Job Seeker's Allowance - letter of entitlement to Income Based Jobseekers Allowance which must be dated no more than 6 weeks before the date of application.

Child Tax Credit - Tax Credit Award TC602(A), as supplied by the Inland Revenue for the current tax year.

Support under Part VI of the Immigration and Asylum Act 1999 - vouchers as supplied by the Inland Revenue.

Guarantee Element of State Pension Credit - Pension Credit Award Notice (M1000) for current tax year.

Income Related Employment and Support Allowance - letter of entitlement to Income Related Employment and Support Allowance which must be dated no more than 6 weeks before the date of application.

- **What happens next?**

Once eligibility is established by the Children and Young People's Services Directorate you are issued with a slip to hand in at the School which authorises the provision of free school meals.

- **When will my FREE SCHOOL MEALS start?**

Your child will be entitled to receive Free School Meals from the date the Children and Young People's Services Directorate receives proof of eligibility and **NOT** from the date you become eligible to any of the stated benefits.

- **How are the arrangements reviewed?**

You must notify the Children and Young People's Services Directorate if you cease to be eligible to receive any of the stated benefits, if your child changes school or if you change your address.

Eligibility for free school meals is reviewed periodically by the Local Authority.

Students attending School Sixth Form

Currently the school's sixth forms in Warrington provide free school meals on this same basis.

Students attending Sixth Form Colleges and Further Education Colleges

These colleges do not provide free meals in the same way as schools. Please contact the colleges directly for further information.

- **Warrington Collegiate Institute:-**
Telephone Contact : 01925 494501
- **Priestley Sixth Form College:-**
Telephone Contact : 01925 415415

HELPLINE in the
Children and Young People's Services Directorate :
01925 442938

**This benefit is an entitlement.
If you are eligible DO APPLY**

