

THE PARK COLLEGE
FREE COLLEGE MEALS
APPLICATION FORM - 2024 TO 2025

Please complete this form and bring it to the college office with your **ORIGINAL** supporting evidence (e.g., benefit statements or letter from your local authority), not copies.

Please note that our policy is to maintain strict confidentiality in the review and storage of any information that is held.

BACKGROUND

The Department for Education provides funding for the provision of free meals for students who qualify for the assistance.

For the 2024 to 2025 academic year the rate set is £2.53 per student per meal taken. We will ensure a meal is provided for each day where a student attends College over the lunchtime period or is on an external work-placement.

WERE YOU IN RECEIPT OF A FREE MEAL AT YOUR LAST PROVIDER?

If you had a free meal at your last educational provider, you would continue to be eligible. Please provide either your award notice or letter from DWP or HMRC and there is no need to complete this form. If you do not have this, the College can contact your home local authority or your previous education provider to provide their confirmation.

APPLYING FOR THE FIRST TIME?

All students applying for a free meal for the first time in the 2024 to 2025 academic year must submit an application form (either by the student or by a responsible adult on their behalf) to the College. Please continue and complete this application form.

QUALIFYING CRITERIA

Students aged 16 or over but under 19 on 31 August 2024, or students aged over 19 with an Education Health and Care Plan can apply.

You may have a new award letter or notice from DWP or HMRC – if so, please provide this and complete the relevant section below.

Either the student (in their own right) or their parents/carers must be in receipt of one or more of the following benefits:

- Income Support
- income-based Jobseekers Allowance
- income-related Employment and Support Allowance (ESA)
- support under part VI of the Immigration and Asylum Act 1999

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- the guaranteed element of State Pension Credit
- Child Tax Credit (provided they are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (HMRC))
- Working Tax Credit run-on – paid for 4 weeks after someone stops qualifying for Working Tax Credit
- UC with net earnings not exceeding the equivalent of £7,400 (after tax and not including any benefits you get)

For new applications any student who is in receipt of, or has parents who are in receipt of, UC must have a net earned annual income of no more than £7,400 to be eligible for free meals.

Please note that students or parents/carers in receipt of working tax credit only are not entitled to a free meal. Qualifying benefits do include the Working Tax Credit run-on which is paid for 4 weeks after you stop qualifying for Working Tax Credit.

ASSESSMENT AND AWARD LETTER

Following receipt of your application form the College will verify the evidence and confirm eligibility. The College will write to you with the outcome of your application.

IMPACT ON OTHER BENEFITS

Receipt of free meal funding **DOES NOT AFFECT** any other means-tested benefits paid to families, such as Income Support, Universal credit, Jobseeker's Allowance, Child Benefit, Working Tax Credit and Housing Benefit.

If you wish to discuss the application process or the form, please contact the College.

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STUDENT DETAILS

First Name(s)	Surname:
Known as:	ULR: <i>(College to complete)</i>
Address:	Date of birth:
Age at 31/08/24:	Telephone:
Postcode:	Email:
DO YOU HAVE THE RIGHT OF ABODE AND BEEN RESIDENT IN THE UK FOR 3 YEARS? YES/NO	
DO YOU HAVE AN EHC PLAN YES/NO	

EVIDENCE OF STUDENT/PARENT/CARER INCOME (attach the most recent document)

Income based job seekers allowance <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/>	income support <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/>	child tax credit – see additional criteria <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/>
Guaranteed element Of state pension credit <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/>	income based ESA <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/>	UC with income Not over £7,400 PA <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/>
Other <input style="width: 40px; height: 20px; border: 1px solid black;" type="checkbox"/> Please specify:		

** where supplying a universal credit award notice please provide the 3 most recent award statements

DECLARATION BY PARENT/CARER and/or STUDENT

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- All payments will be based on the information provided and we declare that the information on this form is accurate to the best of my knowledge.
- I/we understand that any false claim may lead to the withdrawal or refusal of FSM funding and may result in a prosecution
- I/my parents/carers will notify the College of any changes in income

Parent/Carer

I understand that the College will keep this data and the evidence provided, in line with the Data Protection Act 1998, to support the needs of my child.

I have supported the above-named person to understand and help complete this form, the information given is complete and accurate to the best of my knowledge, and no information which may affect the safety and welfare of this person or others at the College has been withheld or omitted. I understand that if the safety and welfare of any person at this College is compromised due to information being inaccurate or withheld by me, further action may be taken by the College.

Student Signature:

Parent/Carer Signature:

Print Name:

Date: