

Did you know you can complete this form online at the following website:
www.rotherham.gov.uk/freeschoolmeals

FREE SCHOOL MEALS

The information requested in the following sections will help us to process your claim quickly.
 Please complete all sections, sign the declaration and return the form to: Rotherham Borough Council, Housing and Council Tax Benefits Section, Riverside House, Main Street, Rotherham, S60 1AE ☎ (01709) 336065

Opening Times: 8:30am to 5:30pm (Monday to Friday)

1. DO YOU QUALIFY?

Free School Meals are provided for school children if either themselves or their parent or guardian have been granted;

- Income Support
- Income-based Jobseeker's Allowance
- Income related Employment and Support Allowance
- Pension Credits (Guaranteed Credit)
- Child Tax Credit and a gross annual income that does not exceed £16,190 (2012/13). Please note that you will not qualify for Free School meals if you receive Working Tax Credit.
- Asylum Seeker Status

2. YOUR ADDRESS

Your Address _____

Mobile Phone Number _____

Home Phone Number _____ Email Address _____

3. YOUR INCOME

Please tick (✓) the correct box below to tell us which State Benefit you are receiving?

- | | | |
|---|------------------------------|-----------------------------|
| a) Income Support | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| b) Income-based Jobseeker's Allowance | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| c) Income related Employment and Support Allowance | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| d) Child Tax Credit but I do not receive Working Tax Credit, and I have a gross annual income that does not exceed £16,190 (2012/13). | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| e) Pension Credit (Guaranteed Credit) | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

4. ABOUT YOURSELF

List below details of you and your partner, if appropriate.

	Surname	Forename(s)	Date of Birth	National Insurance Number			
Applicant							
Partner							

5. YOUR CHILDREN

List below the children for whom you are claiming Free School Meals (If you have more than **five** children please continue on a separate sheet of paper)

Child's Full Name		Relationship to you	Date of birth	Name of School attending
Surname	Forename			

Do you get Child Benefit for all the children listed above? YES NO

If "NO" please provide the name of the child(ren) you do not receive Child Benefit for. YES NO

How much Child Benefit do you receive? £

If you have any child(ren) under school age, please enter their name(s) below:

Child's Full Name	Relationship to you	Date of birth

6. ASYLUM SEEKERS STATUS

We require relevant Home Office or NASS documentation that confirms your Asylum Seeker Status. Please state your nine digit NASS reference number e.g. I1//22/33333, which confirms that you are entitled to support.

Full Name	Date of Birth	Nine Digit NASS Reference Number

7. OTHER INFORMATION

If you do not get Housing Benefit or Council Tax Benefit, but wish to make a claim for free school meals, you will only be asked to provide paper proof of your benefits if we cannot confirm your entitlement.

8. DID YOU KNOW...

If your child is eligible for free school meals, it is worth registering them even if they're not going to have the school lunch. The school will receive a payment for each child who is registered - £488 for 2012. This money can help them provide extra support like tuition, learning assistants or after school clubs.

9. DECLARATION

I declare that the information given on the form is correct and complete.

I shall notify the Housing and Council Tax Benefits Section in the Civic Building, Walker Place, Rotherham immediately if I stop claiming Income Support, Income-based Jobseeker's Allowance, Income related Employment and Support Allowance, Pension Credits (Guaranteed Credit) or my Child Tax Credit award changes.

I will also notify them if my children move schools or I move address.

I agree that you can use the information I have provided to process my claim for Free Schools Meals and to contact other sources as allowed by law to verify my entitlement. This includes reviewing my ongoing entitlement from time to time.

Applicant's Signature

Dated