

Our Ref: CCr / TiW

18<sup>th</sup> July 2017

Dear Parent/Carer,

### **Important - New Free School Meals System**

#### **This letter contains important information which you will need to action.**

North Somerset are replacing the old free school meal paper application forms with a new online checker. Parent/Carers will need to reapply every school holiday (so 6 times per year) and eligibility will last for the whole school term. If you are currently eligible and in receipt of free school meals **you won't automatically be eligible for September 2017**. To continue to receive free school meals you **MUST** apply on-line from the 22<sup>nd</sup> July 2017. Eligibility starts from the date on the letter, and stops at the end of that term. Anyone who applies mid-term will need to show the Academy their eligibility letter.

#### **HOW DO I APPLY?**

You will be able to apply online at home or you can pop into the Academy during the term and use one of our computers. When you apply you will need your date of birth, your National Insurance number and the name of the child you are applying for. It gives you an instant response and the process takes no more than 3 minutes.

The system will generate a letter which you can print and give to reception at the Academy to show eligibility. If you do not have a printer, you can forward the letter via email to Hans Price Academy using [fsm@hansprice.org.uk](mailto:fsm@hansprice.org.uk) email address, or show reception staff the letter on your smart phone.

If you give Hans Price Academy your permission we can check your eligibility on your behalf. In order to do this, we would require the parents/carers National Insurance number and date of birth, please complete the form attached and hand in to reception at Hans Price Academy as soon as possible.

Yours sincerely



Chantelle Cresser  
**Business Manager**



## **Is your child entitled to Free School Meals and the 'Pupil Premium'?**

Any child attending a North Somerset school whose parents or carers are on certain benefits is entitled to receive free meals at school and this generates 'Pupil Premium' funding for the Academy.

### **Parents or carers in receipt of the following benefits can apply:**

- child tax credits  
provided your annual income as assessed by HM Revenue and Customs does not exceed £16,190. If you receive working tax credit you will not be entitled unless you're in receipt of a four-week run-on
- guarantee element of state pension credit
- income support
- income-based jobseeker's allowance
- income-related employment support allowance
- support under part VI of the Immigration and Asylum Act 1999

### **How can I apply?**

**You will need to apply online at [www.n-somerset.gov.uk/fsm](http://www.n-somerset.gov.uk/fsm).**

**Entitlement runs for one term. You will need to apply EVERY school holiday.**

If your child is eligible this will mean they will also be entitled to a free school breakfast every day, which is served between 8.00am and 8.30am. Although you may be eligible for Free School Meals you don't have to take them. Your eligibility benefits the Academy and students as this service brings extra funding to the Academy, ensuring we can provide additional support to your child. **If you do not apply, we won't get this funding.**

### **Who is eligible to be registered for 'Pupil Premium'?**

If you fall under any of the following categories you should inform the academy so that we can claim funding:

#### **Is a parent currently serving in one of the Forces:**

- Service Children – Parents designated as Personnel Category 1 or 2.

#### **A child has previously been in care and has:**

- Left care under a Special Guardianship Order (SGO) – if your child was in care prior to 1<sup>st</sup> January 2006 (even if it was for one day) and then left care under SGO to live with someone else (e.g. a grandparent).
- Left care under a Residence Order (RO) – if your child left care under a RO on or after 1991.
- Left care and been adopted – you will need to provide some evidence (e.g. Adoption/Court order). Please note, we do recognise that this may be an especially sensitive issue and as with all information you give us, if you feel it is appropriate to tell us, we will treat this in the strictest confidence.

If you need any more information regarding Free School Meals or Pupil Premium please contact Mrs Cresser at the Academy.

# Free School Meal Application

Parent/Carer Full Name: .....

Parent/Carer Date of Birth: .....

National Insurance number: .....

1<sup>st</sup> Childs name:.....

2<sup>nd</sup> Childs name: .....

3<sup>rd</sup> Childs name: .....

4<sup>th</sup> Childs name: .....

I give Hans Price Academy authorisation to check for 'Free School Meal' entitlement whilst my child is on roll at the Academy.

Signature ..... Date .....

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## HPA USE ONLY

Date Applied:.....

Eligible

Not Eligible

Term            1        2        3        4        5        6

Completed by (initials) .....