

| FOR OFFICIAL USE ONLY | |
|-----------------------|--|
| Outcome | |
| Date | |
| Checked by | |
| Household ID | |



FREE SCHOOL MEALS AND PUPIL PREMIUM

We need information about you and your child so that we can provide them with the best education and support, by making sure that their school receives all the government funding to which it is entitled.

Please complete all sections of the form below and return this to the school or direct to the Pupil Access Team at the Area Education Office for the area where you live – see details overleaf.

Can you confirm that your annual household income is under £16,190 per year and that you are not entitled, or have an underlying entitlement, to Working Tax Credit?

If so, please tick this box:

Please **ONLY** complete this form if you have ticked the box above.

| | | | | | | |
|--|---------------------|----|------|---------------------|----|------|
| 1. PARENT / GUARDIAN DETAILS – these should be the details relating to the person who is claiming the benefits and where the pupil resides. | | | | | | |
| | Parent / Guardian 1 | | | Parent / Guardian 2 | | |
| Title | | | | | | |
| First name | | | | | | |
| Last name | | | | | | |
| Date of birth | DD | MM | YYYY | DD | MM | YYYY |
| Relationship to pupil | | | | | | |
| National Insurance Number* | | | | | | |
| National Asylum Support Service (NASS) Number* | | / | | / | | |
| Daytime telephone number | | | | | | |
| Mobile number | | | | | | |
| Email address | | | | | | |
| Address | | | | | | |
| | Postcode: | | | Postcode: | | |
| Previous address if you have moved in the last year | | | | | | |
| | Postcode: | | | Postcode: | | |

* Complete as appropriate

| 2. CHILD / CHILDREN DETAILS | | | | | |
|-----------------------------|--------------------|---------------|---------------|--------------------------|------------|
| Child's last name | Child's first name | Date of birth | Male / Female | Name of school attending | Year Group |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

3. FAMILY INCOME AND BENEFIT DETAILS

Please indicate which benefit you are currently in receipt of:

Income Support

Income-Based Jobseekers' Allowance

Income-Related Employment and Support Allowance

Child Tax Credit, **not entitled to Working Tax Credit** and household income less than £16190

Support under part VI of the Immigration and Asylum Act 1999

Guarantee element of state pension Credit

Universal Credit

Working Tax Credit 'run on' – the payment you receive for a further four weeks after you finish work

Applicants in receipt of the above benefits or credits may be required to enclose proof. You will be contacted should further information be needed.

DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for local authority purposes. I agree to the local authority using this information to process my application for Pupil Premium funding. I also agree to notify the local authority in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent / guardian: _____

Date: _____

| CONTACT DETAILS FOR PUPIL ACCESS TEAM AREA EDUCATION OFFICES | | |
|--|--|--|
| NORTH AREA Lancaster, Wyre & The Fylde | SOUTH AREA Preston, South Ribble, West Lancashire & Chorley | EAST AREA Burnley, Hyndburn / Ribble Valley, Pendle, Rossendale |
| Area Education Office Mill 14, White Cross Quarry Road Lancaster LA1 3SE (01524) 581207 | Pupil Access Team South Level 1 Christ Church Precinct County Hall Preston PR1 8XJ 01772) 531809 | Area Education Office 44 Union Street Accrington BB5 1PL <i>If you live in ...</i> Ribble Valley (01254) 220714 & 220717 Hyndburn (01254) 220714 & 220717 Burnley (01254) 220708 & 220710 Pendle (01254) 220709 & 220715 Rossendale (01254) 220711 & 220714 |