

Free School Meals

Universal Free School Meals for Infants

From September 2014, all pupils in Reception, Year 1 and Year 2 in State funded schools in England will qualify for Universal Free School Meals.

This has not changed the situation for children in Years 3-6 for families on low incomes and certain benefits, who may also be eligible for free schools meals. Parents will need to make an individual application, as detailed below.

Eligible by Benefits (EBB)

You can register your entitlement for Free School Meals if you have children who attend a school in Bath and North East Somerset (except for Oldfield Academy – please register directly with the school) **and** receive the following benefits:

- Income Support
- Income Based Job Seekers Allowance
- Income Related Employment Support Allowance
- Child Tax Credit **without** Working Tax Credit **and** an annual income below £16,190
- Child Tax Credit with Working Tax Credit **run-on** which is only paid for 4 weeks after you stop qualifying for WTC
- The Guaranteed Element of State Pension Credit
- Support under Part V1 of the Immigration and Asylum Act 1999
- During the initial roll out of the benefit – Universal Credit

To register for Free School Meals in Bath and North East Somerset Council

- Call 01225 394317 to make a telephone registration OR
- Complete a registration form at your School or Academy or Council Connect offices at the Guildhall in Bath, Riverside in Keynsham, and The Hollies in Midsomer Norton. OR
- Use the web link <http://www.bathnes.gov.uk/services/schools-colleges-and-learning/school-meals-and-catering/free-school-meals> , download and complete the registration form, and email it back to us at freeschoolmeals@bathnes.gov.uk OR
- Print and complete the Free School Meals Registration and post it to: Free School Meals Team, Children's Service Finance, PO Box 25, Riverside, Temple Street, Keynsham, Bristol, BS31 1DN
- If you live in Bath & North East Somerset and your child attends a School or Academy in another Local Authority you will need to register for Free School Meals in that authority.

NB: If your child attends a Local Authority maintained Nursery School, Free School Meals can only be provided for the funded sessions before and after lunch up to a maximum of two sessions per week.

What happens next?

The Local Authority will check your initial and ongoing eligibility to qualifying benefits on your behalf using the DfE Online Free School Meal Checking Service. Your National Insurance or National Asylum Seeker Support Number and Date of Birth will be required to do this.

We will inform both yourself and the relevant school(s) of your child(s) entitlement to free school meals, or alternatively whether your registration has been rejected and if so, on what grounds.

What happens if my circumstances change?

If any of the following changes in circumstances occur, please advise the Free School Meal team, as this may affect your on-going eligibility to register for Free School Meals:

- **Immediately** if you stop receiving any of the qualifying benefit(s)
- **Immediately** if you start receiving Working Tax Credit.
- If an additional child is starting school.
- If you move house (please also tell the school(s)) .
- Any other information you think may affect your registration for Free School Meals.

Where can I get more information?

If you have any questions or need advice:

- Contact Free School Meals 01225 394317 Monday-Friday
- E-mail freeschoolmeals@bathnes.gov.uk
- Fax 01225 395210
- Write to us at the address below
- <http://www.bathnes.gov.uk/educationandlearning/Schoolsandcolleges/schoolmeals/Pages/default.aspx>



This document can be made available in a range of languages, large print, Braille, on tape, electronic and other accessible formats. Please call 01225 394317 or e-mail freeschoolmeals@bathnes.gov.uk

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