



# Chellaston Academy

Learning Excellence Integrity

## APPLICATION FOR FREE SCHOOL MEALS

PLEASE COMPLETE SECTIONS: A. B. and C.

**A.**

Is this a new application  No longer entitled to Free school meals   
*(if you are no longer entitled to Free School Meals please tick the box and return application form to the school)*

A renewal

**DETAILS OF PARENT(S)/GUARDIAN(S):**

NAME:
ADDRESS:

**B. DETAILS OF ALL DEPENDENT CHILDREN**

NAME	FORM	DATE OF BIRTH

**PROOF THAT YOU ARE ELIGIBLE TO CLAIM FREE MEALS MUST BE PRODUCED WITH YOUR APPLICATION**  
Please read the information on Support Payments overleaf, this tells you what documents we need to see. Continued...

**C. IMPORTANT:** The information you have provided on this form will be regarded as private and confidential

**Declaration**

I understand that my entitlement to free meals will only continue as long as I receive one of the Support Payments.  
 I will inform you immediately if my entitlement to any of the Support Payments is terminated.  
 I will inform you immediately if I change my address.  
 I declare that I am legally responsible for the child/children I am claiming for:  
 I certify that the above statement and information given by me on this form is complete and true.

Signature of Parent(s)/Guardian(s) \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY: COMPUTER DATA ENTRY RECORD**

	Initials	Date	
Pupil checked/entered			Income Support Ref No:
Claim authorised on SIMS			No. of Students entitled to free meals:
Seen by:			Expiry date:

**Support Payments entitling parents/guardians to make a claim for free meals are:**

- **Income Support**
- **Income-based Jobseeker's Allowance**
- **Income-related Employment and Support Allowance**
- **Support under Part VI of the Immigration and Asylum Act 1999**
- **The guaranteed element of Pension Credit**
- **Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)**
- **Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit**
- **Universal Credit**

**Notes:**

1. Free meals are only available to pupils whose parents/guardians are receiving one of the Support Payments for the child/children named or for pupils receiving IS or IBJSA
2. This form must be completed by the person who claims the Support Payment in the household.
3. Young people over 16 years old who are still at school are entitled to free school meals if they get Income Support or Income-Based Jobseeker's Allowance in their own right.

Please return completed form to:

Free School Meals  
Chellaston Academy  
Swarkestone Road  
Chellaston  
Derby  
DE73 5UB

 01332 702502