



SOUTH WILTS GRAMMAR SCHOOL

HEADTEACHER DR AMANDA SMITH BSC PHD

PASTORAL DEPUTY HEADTEACHER
JILL BELLAMY BA MAÎTRISE (FLE)

ACADEMIC DEPUTY HEADTEACHER
JACOB LEAN BSC MSC

SWGS APPLICATION FOR FREE SCHOOL MEALS

- You must be in receipt of one of the benefits shown below to be eligible for Free School Meals for your child or children.
- Free meals are available to eligible children that **attend school within Wiltshire, on a full-time basis**. This includes sixth form students (but NOT college or Further Education level students).
- We are now able to check entitlement to free school meals via a secure government website, which links to your benefit providers. However, if the eligibility checking service (ECS) has not been able to verify your entitlement, we will then need to contact you to ask for evidence to show you are currently in receipt of one of the eligible benefits.
- We cannot backdate claims. The date of entitlement is the date that we confirm your eligibility, using the ECS or paperwork supplied, and successfully process your application.

ELIGIBILITY

I confirm that I am currently in receipt of one, or more, of the benefits below. Please tick the box(es) to indicate which benefit(s) you are currently in receipt of. **Without this information we cannot process your claim.**

☐	Income Support
☐	income-based Job Seekers Allowance (NOT contribution based JSA)
☐	income-related Employment and Support Allowance (NOT contribution based ESA)
☐	support under Part VI of the Immigration and Asylum Act 1999 - National Asylum Seekers Support (NASS)
☐	the guarantee element of State Pension Credit
☐	Child Tax Credit (you must NOT be entitled to Working Tax Credit and have an annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190 (April 2012))
☐	Working Tax Credit 'run-on' - the payment you receive for a further four weeks after you stop qualifying for Working Tax Credit
☐	Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)

If you currently receive Working Tax Credit (other than the 'run-on') you are not eligible to claim.

SUBSIDIES

Please note that if you receive one of the above benefits but your income exceeds the threshold for the free school meals, you may be eligible to receive subsidy towards the cost of the school uniform and music tuition fees in school. Uniform & music subsidies may also be available if you receive Working Tax Credit or Universal Credit, but your income is above £7,400. Please complete this application form and return it to the finance office with evidence of the benefits you receive to allow us to consider your application.



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YOUR DETAILS (Parent/Carer) please complete **all sections** as clearly as possible

Mr/Mrs/Miss/Ms								
Legal First Name								
Legal Surname*								
Address							Post Code	
Date of Birth*				Email				
				Telephone Number				
				Mobile Number				
National Insurance Number or NASS Number* (this can be found on your benefit letter or tax credit notice)								

*** We cannot process your application without these**

Please complete details below for **ALL dependent children** that you wish to claim free school meals for (they may go to different Wiltshire schools).

Legal First Name	Legal Surname	Date of Birth	Gender	School Attended	Your relationship to the child



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DECLARATION

I sign to certify that the information I have given is correct and I understand it is fraudulent to give false information.

I agree that you will use the information provided to assess my current and ongoing eligibility to claim Free School Meals. I understand this information may be shared with organisations you work with to provide services to me. I understand that my entitlement to Free School Meals will continue only for as long as I receive one of the qualifying benefits. I agree to inform the school **IMMEDIATELY** if my benefit or tax credit entitlement changes or if I change my name or address.

We will keep and use your personal information in line with the requirements of the data protection legislation. Please see our privacy notice on our website which explains with whom we are obliged to share your data with.

Signed.....**Date**.....

Please return completed form and any documentary evidence by post or in person to:

Finance Office, South Wilts Grammar School, Stratford Road, Salisbury, SP1 3JJ

Or by email to: finance@swgs.wilts.sch.uk