

Registration Form for **infant** Free School Meals and Pupil Premium

Dear Parents/Carers

From September 2014, all children in Reception, Year 1 or Year 2 can receive school meals at no cost to you. This is a universal entitlement for all infant aged children.

In addition, every child whose parent is receiving one of the welfare benefits listed on the back of this form will be eligible for Pupil Premium funding. This is extra money for the school, provided by government, to pay for targeted support for learning.

To register for Pupil Premium funding, all you have to do is complete this form.

There is a separate Free School Meals **application process** for children in Year 3 and above (children born between 01 September 2006 and 31 August 2007 will be in Year 3 from September 2014). See the back of this form for more detail.

YOUR DETAILS

PLEASE WRITE CLEARLY USING CAPITAL LETTERS

| | | | |
|--|--|-----------|--|
| Mr/Mrs/Miss/Ms | | | |
| Legal First Name | | | |
| Legal Last Name | | | |
| Address | | | |
| Date of Birth | | Telephone | |
| National Insurance Number or NASS number | | | |

ABOUT YOUR CHILD/CHILDREN - in Reception, Year 1 or Year 2

| Legal First Name | Legal Last Name | Date of Birth | Male or Female | School Name | Your relationship to the child |
|------------------|-----------------|---------------|----------------|-------------|--------------------------------|
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FAMILY INCOME AND BENEFITS DETAILS

If your family income is less than £16,190 per year, please tick the relevant boxes

| | |
|--------------------------|--|
| <input type="checkbox"/> | Income Support |
| <input type="checkbox"/> | Income-related Employment & Support Allowance |
| <input type="checkbox"/> | Income-based Job Seekers Allowance (NOT Contribution Based JSA) |
| <input type="checkbox"/> | Child Tax Credit with NO Working Tax Credit and where the annual household income is less than £16,190 |
| <input type="checkbox"/> | Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit |
| <input type="checkbox"/> | Universal Credit (when introduced in MK) |
| <input type="checkbox"/> | Support under Part 6 of the Immigration & Asylum Act 1999 |
| <input type="checkbox"/> | The guaranteed element of State Pension Tax Credit |

DECLARATION

I sign to certify that the information I have given is correct and accurate. I understand that my personal information is held securely and will be used only for local authority purposes. I agree to notify the Milton Keynes Council IMMEDIATELY if my benefits or tax credit entitlement change or if I change my address/ name.

Signed..... Date.....

You can return this form to your child's school and the school can forward it to the council on your behalf. Alternatively, you can send it directly to our office:

Free School Meals
Milton Keynes Council
Saxon Court
502 Avebury Boulevard
Central Milton Keynes
MK9 3HS

Email: freeschoolmeals@milton-keynes.gov.uk

Call: 01908 254590 (staffed between 9am – 1pm, at other times please leave voicemail)

A SEPARATE PROCESS TAKES PLACE IN RESPECT OF FREE SCHOOL MEALS FOR CHILDREN IN YEAR 3 AND ABOVE

Entitlement to Free School Meals for children in school Year 3/Key Stage 2 and above is **not** universal (Children born between 01 September 2006 and 31 August 2007 will be in year 3 from September 2014).

You will need to make a **separate** application and your eligibility will be dependent on the welfare benefits that you receive. Your entitlement will go through a regular checking process.

In order to apply for Free School Meals for a child/children in year 3 and above, please collect a Free School Meals application form from your child's school, print one from the council website or telephone the council on 01908 254590 to request one to be sent to you.

You can collect a Free School Meal application form - for pupils in Year 3/Key Stage 2 and above from the reception at Milton Keynes Council offices at Saxon Court and Civic Offices.