

APPLICATION FOR FREE SCHOOL MEALS 2012 - 2013

PLEASE COMPLETE ALL SECTIONS ON PAGE 1 AND SELECT RELEVANT BENEFIT ON PAGE 2

DETAILS OF PARENT/ CARER CLAIMING BENEFIT (Please use BLOCK letters)

Title: _____ Initials: _____ Surname: _____

Address: _____

Town: _____ County: _____ Postcode: _____

Telephone number(s) (with code): _____

E-mail address: _____

Parent / Carer's National Insurance Number:

Parent / Carer's Date of Birth:

NAMES OF ALL DEPENDENT CHILDREN AT THE ABOVE ADDRESS ATTENDING SCHOOL

Surname	First Name	Date of Birth	Boy / Girl	Name of School

West Sussex County Council is the Data Controller for the purposes of the Data Protection Act 1998. This means that we are responsible for making decisions about how your personal data will be processed and how it may be used.
 The purpose(s) for which your data will be processed is primarily for the provision of free school meals. This Authority is under a duty to protect the public funds it administers and to this end, may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further details see www.westsussex.gov.uk/nfi

Declaration

I declare that the information given on this form is correct and that you may contact other sources as allowed by the law to verify my initial and ongoing entitlement. I agree that you will use the information I have provided to process my claim for free school lunches and any other concessionary service I have applied for. Details will be used to in order to allocate funding to schools. I agree to inform Financial Services and the school if my benefit ends or my circumstances change.

Signed: _____ Name: _____ Date: _____

Please Send to: West Sussex County Council, Financial Services, County Hall, West Street, CHICHESTER, PO19 1RG or Fax to 01243 538569

TELEPHONE 01243 752835/ 752838 or e-mail fsm@westsussex.gov.uk

BENEFIT INFORMATION

Evidence of current entitlement to receive a relevant benefit will be checked on a secure government website. Therefore, you do not need to supply paper evidence with your application. However, if eligibility is not confirmed, you will be asked to provide evidence of your entitlement.

Please tick the type of benefit you are entitled to receive as this will enable us to deal more quickly with any queries:

1. Income Support or Income-based Jobseekers Allowance or Income-related Employment and Support.

OR

2. The Guarantee element of State Pension Credit.

OR

3. Evidence of support under Part V1 of the Immigration & Asylum Act 1999 from the National Asylum Support Service (NASS) or Social Services Asylum Team.

OR

4. Child Tax Credit, provided you are **not** entitled to Working Tax Credit, and have an annual income of £16,190 or less.

OR

5. Working Tax Credit "Run-on" –the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit.

NB

You DO NOT qualify if you receive Contribution based Jobseekers Allowance or Contribution Based Employment and Support Allowance.