

# Application Form for Universal Infant Free School Meals and Pupil Premium



To enable the school to know whether to reserve a free meal for your child(ren) or not and for your school to receive pupil premium (if you qualify), please complete this form.

**Important: All sections must be filled in clearly in BLOCK CAPITALS** and if you receive benefits, must be completed by the person claiming the qualifying benefit. If you have any questions, please speak to the school or call the Helpline on 0300 123 2224.

| 1. Details about you |                |       |               |   |  |  |  |  |  |  |
|----------------------|----------------|-------|---------------|---|--|--|--|--|--|--|
| Legal Surname        | Legal Forename | Title | Date of Birth | National Insurance Number or National Asylum Support Number |  |  |  |  |  |  |
|                      |                |       |               |   |  |  |  |  |  |  |

## 2. Your address:

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_ Relationship to child(ren): \_\_\_\_\_

Telephone Number(s): Daytime \_\_\_\_\_ Mobile \_\_\_\_\_

Child(ren)'s Address: \_\_\_\_\_ Post Code \_\_\_\_\_  
(if different)

## 3. Details of each dependant child that you wish to claim for in Somerset (include all children):

| Legal Surname | Legal Forename | Date of Birth | M/F | Name of School Attending | Do you want your child to receive a free meal?* |
|---------------|----------------|---------------|-----|--------------------------|---|
|               |                |               |     |                          |   |
|               |                |               |     |                          |   |
|               |                |               |     |                          |   |

\*If your child has any dietary requirements, please speak to the school about this.

**4. Declaration:** I confirm that the information I have given above is correct. I will tell you immediately if my details (for example address) or my circumstances change. I understand if I qualify for pupil premium this application will be treated as an application for free school meals and my details will be logged on the free school meal system with Somerset County Council.

I wish for Somerset County Council to be able to assess my claim now and in the future via a secure computer link with the Department for Education. I agree that Somerset County Council can use the information I have provided to process my claim for free meals and can contact other sources as allowed by law to verify my initial and continuing entitlement. The information requested will be held securely and will only be disclosed to staff in the Local Authority or partner agencies who have a right of access, as well as, where appropriate, to the Department of Education, Ofsted and Capita Children's Services. If a disclosure elsewhere becomes necessary, we will contact you before doing this. When no longer required, it will be disposed of in a manner appropriate to its sensitivity.

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form to your school office.



### Office Use Only

| Eligible? | Core Data | EMS | Letter sent |
|-----------|-----------|-----|-------------|
| Y/N       |           |     |             |