

APPLICATION FOR FREE SCHOOL MEALS 2023-24

**PLEASE DO NOT COMPLETE THIS FORM IF YOU HAVE NO RECOURSE TO PUBLIC FUNDS.
SEE NOTES OVERLEAF FOR MORE INFORMATION ON THIS**

Please provide **all** details below so we can carry out an eligibility check:

Revised April 2023

	Parent/Carer Details	Your Contact Details
Please Underline	Mr Mrs Ms Miss	Address:
First Name		
Surname		
Date of Birth/...../.....	Postcode:
National Insurance No.		Tel. No:
Relationship to Child		Email:
Child's Address, if different from yours		
Where applicable, was your child eligible for FSM in their previous school?	Yes <input type="checkbox"/> No <input type="checkbox"/>	

Child Details:

First Name	Surname	Date of Birth	Name of School	Date they Started at this School
		/ /		/ /
		/ /		/ /
		/ /		/ /
		/ /		/ /

 **Data Protection Act 2018**

Information will be held and used in compliance with the Data Protection Act 2018. If you would like to know more about how we use your personal information, please see our privacy notice which is available at www.bpcouncil.gov.uk.

Signature **Date**

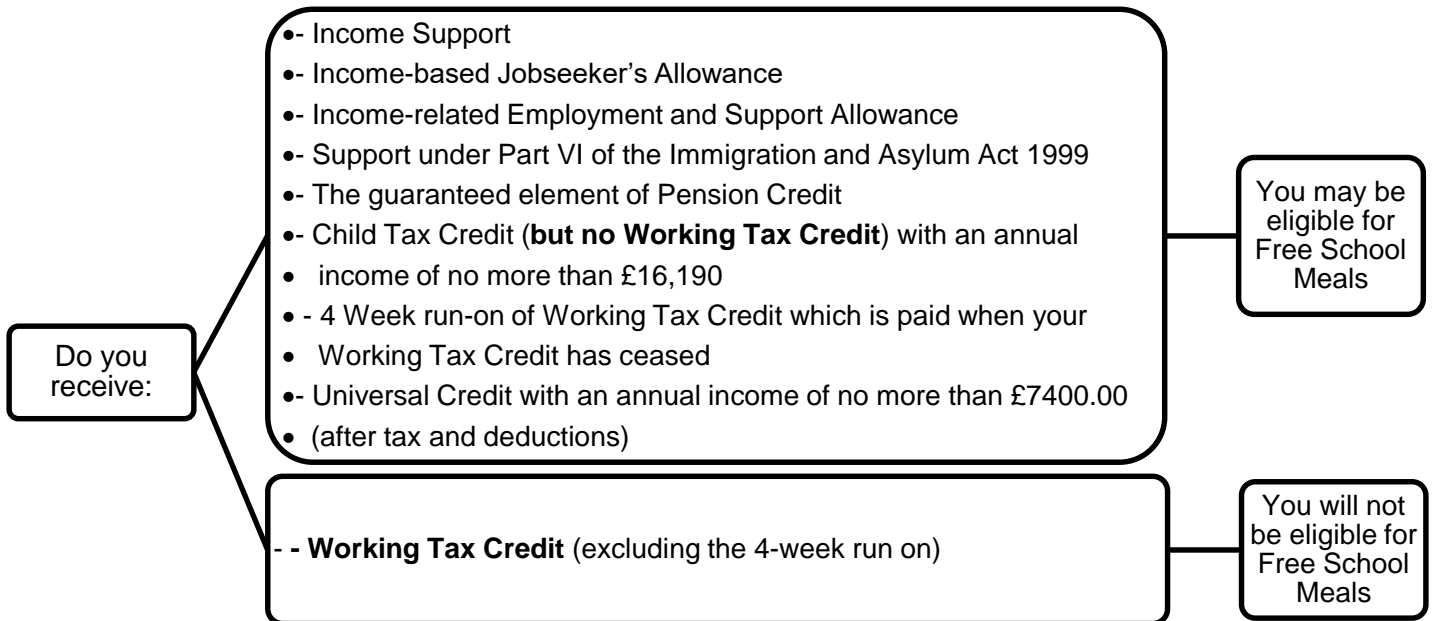
Name (BLOCK CAPITALS)

PLEASE SEE NOTES OVERLEAF

HOW TO APPLY FOR FREE SCHOOL MEALS – 2023/24

What you need to do:

1. You will only be eligible if you are receiving a qualifying benefit. Please use the table below to establish whether you are eligible for Free School Meals before you apply:



Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

Children under the compulsory school age who are in full time, state-maintained nursery education (nurseries that are based at a Primary School) may also be able to get free school meals.

2. Complete the application form fully and provide **all** the information we have asked for so that we can carry out a benefit check. You **do not** have to send in evidence of the benefits you receive unless we ask you to.
3. Please email your completed form to: fsm@bcpcouncil.gov.uk.

When we receive your completed application:

- We will check your benefit entitlement with data held by the Department of Work and Pensions, the Home Office and HMRC (Revenue and Customs) through a central Eligibility Checking System (ECS). If we cannot confirm your entitlement through this process, we will write to you to ask you to provide up-to-date evidence of the benefits you receive.
- We will confirm your Free School Meals eligibility by email. If you have not provided an email address, we will write to the address that you have used on this application.
- We will inform your child's school of your child's Free School Meals eligibility.

For applicants who have NRPf (No Recourse to Public Funds):

- You will need to complete our NRPf application form which is available on our website. Further information in regards to eligibility is also available on this page: <https://www.bcpcouncil.gov.uk/Schools-and-learning/Free-school-meals/Free-school-meals.aspx>
- Alternatively, you can request a form over the phone or via e-mail.

If you have any queries, please feel to contact us on ☎ 01202 123222, or e-mail us using fsm@bcpcouncil.gov.uk.