

Include School logo  
School Address Details  
Date

Dear Parents and Carers

Did you know registering your child for Free School Meals means that the school gets extra money? We are asking all parents to register, even if your child has a Universal Infant Free school meal if they are in reception, year 1 or year 2 or they don't want an actual meal. Please register now to make sure we don't miss out!

The Government is giving extra money to schools for children eligible for free school meals. This funding is called 'Pupil Premium'.

**For every child registered [*name of school*] gets £1320 (if in Infant or Primary) or £935 (if in Secondary) this year.**

With this money we could [*add in here specific examples how the school plans to use the Pupil Premium*]. If you are registered for Free School Meals you could also get [*explain any other benefits that the school may make available to pupils registered for Free School Meals e.g. help with costs of school trips*].

**Please register to make sure your child and others in their class don't miss out.**

1. First check if you qualify – it is not just if you are unemployed, so please look at the list on the next page.
2. Registering is really quick and easy – if you think you qualify, visit this website: <https://www.togetherforchildren.org.uk/families/free-school-meals> to apply online or ring Tel: 0191 561 1417 for further information.
3. If you want your child to have a free, healthy meal at lunchtime that's great – they will get the free meal (saving you more than £350 a year), extra benefits and the school gets £..... extra.
4. If you don't want your child to have the school meals they can continue as normal – as long as you qualify and are registered, the school still gets £..... extra.

***No one will know you have registered and it will not affect any other benefits you are claiming.***

***Please talk to us about registering your child today.***

Yours sincerely,

[*Head teacher name*]

### **Do you qualify?**

You can register your child for Free School Meals if you get any of these benefits:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190
- Working Tax Credit 'run-on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit
- Universal Credit

Pupils can also register for Free School Meals if they get any of these benefits themselves.

If you have a child in reception, year one or year two they will be entitled to a free school lunch funded by the Government, but please remember to register if you receive one of the benefits listed above so that we can receive the funding we are due.

**The Free School Meals team Tel: (0191) 561 1417 can help with any questions that you have.**