

# Free School Meals – Important Information

The rules around free school meals are changing now that Universal Credit is being introduced. In Kirklees the process is a simple one and applications are done online. If you aren't able to access the online system you can contact the free school meals team directly, or one of the pastoral team here in school who will be able to provide some support with the application.

**If you are already claiming free school meals you do not need to do anything at the moment – the changes only affect people that want to make a new application.**

Applying for free school meals is also important in more ways than you might expect. Your child's school (eg Holmfirth High School) will receive some additional money to be able to provide extra support in school. This is called the 'pupil premium'.

## Who is eligible?

Children and young people who live in Kirklees can apply for free school meals if they:

- attend full time at a local authority school or sixth form
- are under 19 years of age
- **and** their parents or carers receive one or more of the following:
- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Income support
- Income Based Job Seekers Allowance
- Income Related Employment and Support Allowance
- Child Tax Credit, but are not entitled to a Working Tax Credit and your annual income (as assessed by Her Majesty's Revenue and Customs) is less than £16,190
- Support under Part V1 of the Immigration and Asylum Act 1999
- Guaranteed element of State Pension Credit



### How to apply:

Fill in the simple form on the Kirklees website. Completing this form takes around 10 minutes, and we are happy to talk you through it if you would like.

[www.kirklees.gov.uk/beta/schools/free-school-meals.aspx](http://www.kirklees.gov.uk/beta/schools/free-school-meals.aspx)



To complete this form you will need both you and your partner's National Insurance Number or NASS (National Asylum Support Service) number.

### After you've applied:

Kirklees usually contact the relevant schools within 48 hours to tell them the date the entitlement to free school meals will start from. They will also send you a letter telling you the start date of your free school meal entitlement. This is usually received within 5 working days.

Your application is anonymous. No one will know you have applied and it will not affect any other benefits you are claiming. Kirklees will contact you for further information if they need to know anything additional.



### Contact free school meals directly:

- [freeschoolmeals@kirklees.gov.uk](mailto:freeschoolmeals@kirklees.gov.uk)
- 01484 221000 – ask for the 'free school meals' team