



Dear Parents/Carers,

Pupil Premium & Free School Meals

You may be aware that the government introduced the 'Pupil Premium Grant' in April 2011 and as a result schools are allocated additional funding into their school budget. The premium provides funding specifically for children from low income families who have registered. The purpose of the grant into schools is to raise achievement and improve outcomes for these children. As with most schools it is likely that a number of our parents/carers fail to claim Free School Meals (FSMs) for their children, which is part of the Pupil Premium grant, even though they are entitled to them.

As the school will receive additional funding based on the number of children who receive FSMs, I am writing to all parents and carers to ask them to make a claim if they believe that they may be entitled to claim for their children and do not already do so. As I am sure you will agree, the children at our school can only benefit if we are able to attract additional funding. Not only that, our catering team provides an excellent range of healthy lunch options that are enjoyed daily by a significant number of our pupils. Your child may well be able to access these school dinners free of charge.

We use the Pupil Premium grant in a number of ways, whilst ensuring it is carefully targeted for those eligible children in order to help them achieve their potential both academically and socially. The main ways we spend the money are:

- To fund or part-fund the provision of Teaching Assistant support for individuals, small groups and classes to help children to achieve their academic potential.
- To fund the provision of specific resources to support and improve achievement.
- To fund the provision of support for non-academic interventions to help increase self-esteem, develop social skills, improve relationships, confidence etc.
- To subsidise extra-curricular activities, visitors and performers to school.

Your child may be eligible for Free School Meals as part of the Pupil Premium Grant. If you receive any of the benefits listed below, then please speak to Sarah Nicholls in the school office, who will be able to advise you on how to apply for Free School Meals (Pupil Premium Funding):

- Income support
- Employment and Support Allowance
- Child Tax Credit with an annual income of less than £16,190 without Working Tax Credit (as assessed by HMR&C)
- Income-based Job Seekers Allowance
- Guaranteed Element of State Pension Credit
- Support under Part VI of the Immigration and Asylum Act 1999



In order to make the process easier, the school has access to an Online Free School Meal Checker. The system allows for you to check you FSM eligibility online, without having to complete and submit the paper copy of the form. The link to the online application system can be found at www.cloudforedu.org.uk/ofsm/sims.

If you have any problems completing the application, a guidance document can be found on the school's website, or we will happily email it to you. Alternatively, if you would like the school to complete the application on your behalf, please complete the attached registration form and return it to the school office.

If you have any questions, please feel free to contact me.

Kind regards,

Sarah Nicholls
School Business Manager



REGISTRATION FORM – FREE SCHOOL MEALS AND PUPIL PREMIUM

We need information about you and your child, so that we can provide them with the best education and support by making sure that their school receives all the government funding to which it is entitled. Please complete this form and return to the school office as soon as possible.

ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Child's Date of Birth			Name of School
		DD	MM	YYY Y	
		DD	MM	YYY Y	
		DD	MM	YYY Y	
		DD	MM	YYY Y	

PARENT/GUARDIAN DETAILS

	Parent/Guardian 1		Parent/Guardian 2																	
Last name																				
First Name																				
Date of Birth	DD	MM	YYYY	DD	MM	YYYY														
National Insurance Number*																				
National Asylum Support Service (NASS) Number*		/		/						/		/								
Daytime Telephone Number																				
Mobile Number																				
Address																				
	Postcode:		Postcode:																	

* Complete as appropriate



FAMILY INCOME AND BENEFIT DETAILS

Is your joint family income over £16,190 per year? (Please place an X in the appropriate box).

Yes No

If you have ticked yes, you do not need to complete the next section and can go straight to the declaration at the end of the form.

If you ticked no, please place an X in this box if you¹ are in receipt of any of the benefits listed below:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support from NASS (National Asylum Support Service) under part 6 of the Immigration and Asylum Act 1999
- the guarantee element of State Pension Credit
- Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190
- Working Tax Credit run-on
- Universal Credit.

Please place an X in this box if you are not sure whether your joint family income is over £16,190, or if you are in receipt of one of the benefits listed above but you would still like us to check whether your child is eligible for free school meals:

DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for local authority purposes.

I (insert your name) am the parent/carer of (insert child's name)..... I give permission for Lancasterian School to check my eligibility for free school meals.

Signature of parent/guardian:

Date:.....

¹ This includes those who have parental rights for the child/children named on this form.



Lancasterian School

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