

# Free School Meals and School Clothing Grant application form

(please do not complete this form if you live outside Kirklees Council)



**There is some important information for you to read on the back page of this form**

Parent/Carer details				
1.	Your last name	Mr/Mrs/Miss/Ms	Your first and middle names	Your date of birth
	Your address		Telephone number (home)	Your relationship to the child(ren)
			Telephone number (mobile)	
			Your relationship to the child(ren)	
	Post code:		Your national insurance number	
2.	Your husband/wife/partners full name		National Insurance Number	Date of birth
3.	Please tell us your last address if you have moved in the last 12 months:			
Your dependent children's details				
4.	Please give details of each dependent child who is in full-time education and is living at home and is: (a) under 5; (b) under school leaving age; (c) in full-time education attending a school sixth-form			
	Full name of your child/ren	Date of birth	Name of the school they attend	<b>For Office Use</b>
	1.			
	2.			
	3.			
	4.			
	5.			
6.				
5.	<b>When returning this form you must let us see proof of your benefits</b>			
	Do you receive <b>Income Support</b> ?			YES/NO
	Do you receive <b>Income Based Job Seekers Allowance</b> ?			YES/NO
	Do you receive <b>Income Related Employment and Support Allowance</b>			YES/NO
	Do you receive <b>Child Tax Credit</b> , but are <b>not entitled to Working Tax Credit</b> and your annual income (as assessed by Her Majesty's Revenue and Customs) is less than £16,190? YES/NO			
	Do you receive <b>Support under Part V1 of the Immigration and Asylum Act 1999</b> ? YES/NO			
Do you receive <b>Guarantee element of State Pension Credit</b> ?			YES/NO	
6.	I certify that the information given on this form is correct to the best of my knowledge and belief and <b>I will notify the Council immediately of any changes in my circumstances.</b> I understand that the council may check with the Department for Work and Pensions (DWP) and/or Her Majesty's Revenue and Customs regarding my benefits as set out on this form. Signature of parent/guardian.....Date.....			
For office use				
From		To	Assessed by:	Checked by:
			Input by:	

## Important information for you to read before you fill in this form

If you receive one of these benefits you will be able to apply for free school meals and school clothing grants

- Income Support
- Income Based Job Seekers Allowance
- Income Related Employment and Support Allowance
- Child Tax Credit, but are **not entitled to 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
- Guarantee element of State Pension Credit

Your child should

- Be in full-time education and under 19 years of age to be able to get free school meals
- Be in full-time education and under compulsory school leaving age (16) to be able to get a school clothing grant
- And attend a Local Authority School or sixth form

Children who are due to leave school in the month of June will **not** be entitled to receive a clothing grant after the 30 April.

If your child attends a nursery school, a private school or a college, they will not get free school meals or school clothing grants,

If you want to apply for free school meals and a school clothing grant please complete page 1 of this form and bring it to the Education Social Work Service with one of the following as proof of your benefit:

- your Child Tax Credit Award letter
- a recent Income Support letter (less than 3 months old)
- a Job Seekers Allowance letter
- an Employment and Support Allowance letter
- a recent Post Office or bank statement (less than 1 month old)
- a Home Office letter

Please note that we are unable to accept "Signing on cards" as proof of benefit. **If you stop receiving any of the benefits mentioned above or you change your address**, you must inform the Education Social Work Service immediately

## If you need to ask us anything you can contact us at:

### Education Social Work Service

Upperhead Row  
Huddersfield  
HD1 2JL  
Opening hours:  
Mon – Thurs 8:45am – 5:00pm  
Friday 8:45am – 4:30pm  
Tel: 01484 221919Huddersfield Area

### Kirklees Information Point

Dewsbury Town Hall  
Wakefield Old Road, Dewsbury  
WF12 8DQ  
Opening hours:  
Mon-Fri 9:00am - 5:00pm  
Tel: 01924 326004/5  
Dews/Mirfield/Batley/Spen/Heck Areas