

**DURHAM COUNTY COUNCIL  
CHILDREN AND ADULTS SERVICES  
APPLICATION FOR FREE SCHOOL MEALS**

If your child is under 19, in full-time education and you are in receipt of one of the following benefits they may be eligible for a free school meal. Please highlight which of the benefits below you are claiming.

- Universal Credit with an earnings threshold that does not exceed £7,400
- Income Support
- Income- based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income, as assessed by Her Majesty's Revenue and Customs, that does not exceed £16,190
- Guaranteed Element of State Pension Credit
- Where a parent is entitled to Working Tax Credit run-on (the payment someone receives for a further four weeks after they stop qualifying for Working Tax Credit).
- Support under part VI of the Immigration and Asylum Act 1999.

**Please return the completed form to the school that your child attends** along with the supporting evidence for the relevant benefit. The name of the person who receives the benefit should be used on this form. If you have children attending different schools individual applications should be made.

|  |                                 |
|--|---------------------------------|
| <b>1. Please complete the following details:</b> |                                 |
| Claimant's Name:                                 |                                 |
| Relationship to child(ren):                      | (e.g. Father, Mother, Guardian) |
| Address:   |                                 |
| Postcode:  |                                 |
| Telephone No:                                    |                                 |
| N.I. Number:                                     |                                 |
| Date of Birth (parent):                          |                                 |

| <b>2. List the children in your care who attend this school:</b> |               |       |        |
|--|---------------|-------|--------|
| Name   | Date of Birth | Class | School |
|  |               |       |        |
|  |               |       |        |
|  |               |       |        |
|  |               |       |        |

Details of your claim may be held on computer but will be regarded at all times as confidential. The school and the County Council are registered with the Data Protection Registrar.

**Free School Meals and Home to School Transport Entitlement**

**\*Please note a separate application must be made to the School Transport section\***

A national policy provides extended rights to pupils eligible for free school meals or whose parents receive their maximum level of Working Tax Credit. This provides transport to:

For **primary pupils** aged 8 but under age 11 years:

- The nearest suitable school, where that school is more than 2 miles away from the child's home.

For **secondary pupils**:

- 1 of the 3 nearest qualifying secondary schools, where the school is more than 2 but less than 6 miles from the child's home, and
- the nearest suitable school preferred because of religion or belief for pupils whose parent(s) adhere to that particular faith, where that school is more than 2 but less than 15 miles from the child's home.

|                     |             |           |              |
|---------------------|-------------|-----------|--------------|
| FOR OFFICE USE ONLY | Start Date: | End Date: | Completed by |
|---------------------|-------------|-----------|--------------|