

# FREE SCHOOL MEALS AND CLOTHING GRANTS

Free School Meals and Clothing Grants are available for your child(ren) if you receive one of the following qualifying benefits:

- Income Support
- Income Based Jobseekers Allowance
- An income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided you **do not receive Working Tax Credit**, and have an annual income that does not exceed £16,190 (as assessed by HMRC).
- The Guarantee element of State Pension Credit

There are currently 2 ways to apply for Free School Meals and Clothing Grants:

- By sending a completed Application Form to the Free School Meals Service, Children's Services, Blencathra House, Tangier Street, Whitehaven, CA28 7UW. Applicant's eligibility will be checked on the Department for Education's Free School Meals ECS (Electronic Checking Service). Where eligibility cannot be confirmed applicants may be asked to provide evidence of their current benefit entitlement. Application forms are available from Children's Services offices, Schools or on the Cumbria County Council website.
- By applying online <http://www.cumbria.gov.uk/doitonline/applyforit.asp>. Applicants receive an immediate response advising them whether they are eligible or not.

Once eligibility is confirmed the applicant and the relevant School(s) are notified.

## IMPORTANT NOTES:

**No Need to Re-Apply Annually** - Regular electronic checks of all applicants currently claiming Free School Meals will be carried out by the Free School Meals Service to confirm continued eligibility. Claimants will only be contacted if we are unable to confirm your eligibility and will request further information is provided.

**New Starters** - Where a child requires free school meals for the first time in September (ie: new starters in Reception), a new application will need to be submitted for that child only, regardless of whether older siblings are in receipt of free school meals.

**Seasonal Workers** - For those applicants whose circumstances change regularly (ie: seasonal workers) completion of a new application form is not always necessary. In these circumstances you can contact the Free School Meals Service on 01946 506200 to have your claim re-assessed.

**Change in Circumstances** - If you stop receiving a qualifying benefit you must inform the Free School Meals Service immediately as Free School Meals will stop. You must also advise us if you cease to be the primary carer of the child(ren) you are claiming for or you change address.

## FREE SCHOOL MEALS SERVICE

Children's Services  
Blencathra House  
Tangier Street  
Whitehaven  
CA28 7UW

Tel: 01946 506200

