

Registration form for free school meal eligibility

Dear Parents and Carers,

We want to ensure that we are providing your child with the best possible education and support. Healthy school meals can help pupils establish positive habits for life and improve their readiness to learn.

You may be entitled to free school meals if you receive certain benefits or support. Applying for this could also enable the school to receive additional Pupil Premium funding, which helps fund support such as extra tuition, additional teaching staff, and after-school activities. The information collected in this form will allow us to assess your eligibility.

You only need to complete this form once. We will then carry out regular checks throughout the academic year to confirm whether your child remains eligible for free school meals. If your child moves to a new school, the new school may also check for eligibility.

Please inform the school or local authority if your financial circumstances change.

We are committed to ensuring that any personal information you provide is kept safe and secure. We have measures in place to prevent the loss, misuse, or alteration of your information. The information will only be used to assess eligibility for free school meals and may be shared with relevant council departments to offer appropriate services and support.

What to do

To check whether your child is eligible for free school meals (FSM), please complete all sections of this form and return it to the school.

If there is any information you cannot find or if you need help completing the form, please contact the school.

Important

If you have children attending different schools, you will need to complete a separate form for each school which you can obtain from them.

Your details

Enter the details of the parent or guardian who is applying for free school meals.

Parent 1

First name

Last name

Date of birth (DD/MM/YYYY)

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National insurance number (if you have one)

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Asylum support reference number (previously NASS reference number)

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Parent 2

First name

Last name

Date of birth (DD/MM/YYYY)

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National insurance number (if you have one)

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Asylum support reference number (previously NASS reference number)

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Children and school details

Include all children that will be attending this school. Print extra sheets if you need them.

Child 1								
First name								
Last name								
Date of birth (DD/MM/YYYY)								
Include details of child's previous school (optional)								
School name								
School postcode								

Child 2								
First name								
Last name								
Date of birth (DD/MM/YYYY)								
Include details of child's previous school (optional)								
School name								
School postcode								

Declaration

By signing below, I confirm that:

I allow the use of the data in this form for the purpose of checking whether my children are entitled to free school meals.

I allow the sharing of the above data with the children's school and its local authority, for the purpose of providing free school meals if entitlement is confirmed.

This includes re-applying for free school meals in future.

Signature

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Date (DD/MM/YYYY)

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