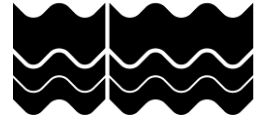


Application for free school meals



Please complete this form in **BLOCK CAPITALS**. It can be returned to your child(ren) school or sent to Free School Meals, Children's Services Department, PO Box 4, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1UE.

Details of claimant

National Insurance No. Date of birth

Surname:(Mr/Mrs/Miss/Ms)

First name:

Relationship to child(ren):.....

Address:

.....

.....Postcode:.....

Telephone no:

email address:

Details of all children under your **parental responsibility** whom you wish to claim free school meals for:

Legal surname	First name	Date of birth	School name

I certify that the information I have given is correct and **I consent** to the collection and use of my personal data to process my claim for free school meals. **I consent** to sharing my personal data with third parties as allowed by law to verify my entitlement. **I understand** that the results of any free school meal eligibility check may also be used to assess any entitlement to school transport.

You have the right to withdraw this consent at any time. If your personal details change, please help us to keep your information up-to-date by notifying us.

Signed: Date:

Use of Personal Data

Personal information that you have provided will be stored on computer systems at the school/college and in the Children's Services Department at East Sussex County Council. Your details will be held until your child leaves compulsory education or school sixth form, whichever comes first.

You have the right to ask for a copy of the information we hold about you. If you wish to see a copy of the information we hold then please contact The Data Protection officer, East Sussex County Council, County Hall, St Anne's Crescent, Lewes, East Sussex BN7 1UE. Further information about your rights in connection with your personal data can be found at www.eastsussex.gov.uk/dataprotection

Checking eligibility

We will run your details (surname, date of birth and national insurance number) through our electronic checking service. If we are unable to verify entitlement you can provide us with proof you receive one of the qualifying benefits listed below. For further information please visit our website at www.eastsussex.gov.uk/schoolmeals

- **Universal Credit** (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- **Income Support**
- **Income-Based Jobseeker's Allowance**
- **Income-Related Employment and Support Allowance**
- **Support under Part VI of the Immigration and Asylum Act 1999**
- **The Guarantee element of Pension Credit**
- **Child Tax Credit** (provided you're not entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- **Working Tax Credit run-on** – paid for four weeks after you stop qualifying Working Tax Credit