



14 May 2015

Dear Parents / Guardians

## **Re: Free School Meals Application**

Please find attached an application form for Free School Meals, the criteria for eligibility of which are outlined on the application attached.

If applicable, it is important to sign up for school meals as registering could mean extra government funding for the school. As well as your son receiving a free school meal, this extra funding could also be applied towards after-school activities or educational school trips. Signing up for free school meals does not mean that your child must have a school meal five days a week; you can choose to provide a packed lunch on some days if you prefer. If you wish to apply for Free School Meals could you please complete the attached form and return with evidence provided to the school as soon as possible.

The period of eligibility will depend on the time limited period of the evidence provided. You will be notified if the period of eligibility is due to end and invited to reapply. You **MUST** however notify the school if you cease to be eligible to claim Free School Meals.

You will need to bring/send in to school the original of the evidence listed on the application form. This will be copied for school records and the original returned to you.

If you have any queries please do not hesitate to contact the school.

Yours sincerely

Mrs M Coleman  
Admin Officer