

Application for Free School Meals

PLEASE COMPLETE ALL FOUR SECTIONS

1 Details of Applicant	
Full Name	Mr/Mrs/Ms/Miss <input type="text"/> Date of Birth <input type="text"/> / <input type="text"/> / <input type="text"/>
Address	<input type="text"/> <input type="text"/> <input type="text"/>
	Postcode <input type="text"/>
Telephone No.	<input type="text"/> Relationship to Pupil(s) <input type="text"/>

2 Details of Child / Children			
Give details of each child in full-time attendance at school			
Names	Gender	Date of birth	School
<input type="text"/>	M/F	/ /	<input type="text"/>
<input type="text"/>	M/F	/ /	<input type="text"/>
<input type="text"/>	M/F	/ /	<input type="text"/>
<input type="text"/>	M/F	/ /	<input type="text"/>
<input type="text"/>	M/F	/ /	<input type="text"/>
<input type="text"/>	M/F	/ /	<input type="text"/>

3 Details of Support Payments	
I confirm I am in receipt of one of the following - please ✓ appropriate box.	
Income Support (IS)* <input type="checkbox"/>	Income-Based Jobseeker's Allowance (IB/JSA)* <input type="checkbox"/>
State Pension Credit Guaranteed element <input type="checkbox"/>	Universal Credit with annual net earnings limit of £7,400 April 2019 <input type="checkbox"/>
Child Tax Credit (as described overleaf) Please supply ALL pages of your latest Child Tax Credit notification letter from HMRC	<input type="checkbox"/>
Support under VI of the Immigration and Asylum Act 1999	<input type="checkbox"/>
Employment Support Allowance Income Related*	<input type="checkbox"/>
Working Tax Credit 'run on' the payment someone may receive for a further four weeks after they stop qualifying for Working tax Credit	<input type="checkbox"/>
My National Insurance No. is: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="checkbox"/> * Pupils who receive IS, IB/JSA, ESA(IR) or UC in their own right are also eligible

4 Declaration	
I agree that you will use the information I have provided to process my claim for free school meals and will contact other sources as allowed by the law to verify my initial, and ongoing entitlement.	
I understand that the results of any free school meals eligibility check may also be used to assess my entitlement to receive the Distinctive School Uniform/Pupil Development Grant, where applicable.	
I certify that the information given is correct and that I am the parent / legal guardian in respect of the child(ren) named above.	
Signature of applicant: <input type="text"/>	Date <input type="text"/> / <input type="text"/> / <input type="text"/>

This form should be returned to:
Conwy County Borough Council
Revenue and Benefits Assessment Services
P.O.Box 1,
Conwy
LL30 9GN

Benefits Customer Services Telephone Number 01492 576491
Fax: 01492 576260
Email: hben.enquiries@conwy.gov.uk
www.conwy.gov.uk

If you need a copy of this form in Welsh, please contact this Office.

Information for Free School Meals in Conwy County Borough

Who qualifies for Free School Meals in the County Borough of Conwy?

Free School Meals will **only** be provided for pupils attending Conwy County Borough Council schools whose parents/guardians receive one of the following support payments:

Income Support*

Income-Based Jobseeker's Allowance*

Child Tax Credit provided they are **not** entitled to Working Tax Credit and have an annual household income, as assessed by HM Revenue & Customs that does not exceed £16,190

Support under Part VI of the Immigration and Asylum Act 1999.

State Pension Credit Guarantee Element

Employment Support Allowance Income Related*

Working Tax Credit 'run on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit

Universal Credit with annual net earnings limit of £7,400

(*Pupils who receive Income Support, Income-based Jobseeker's Allowance, Employment Support Allowance Income Related or Universal Credit with annual net earnings limit of £7,400 in their own right are also eligible)

If you wish to apply please complete the form overleaf and return to: Conwy County Borough Council, Revenue and Benefits Assessment Services, P.O.Box 1, Conwy LL30 9GL.

If you wish to visit the Benefits Office:

Opening ours are:	Monday – Thursday 9am – 5pm	Friday 9am – 4.45pm at-
Main Office:	Coed Pella, Conway Road, Colwyn Bay, LL29 7AZ	
Area Office:	Town Hall, George Street, Llandudno LL30 2ST	
Area Office:	Bodlondeb, Bangor Road, Conwy LL32 8DU	

Open Hours:	Tuesday 10am - 1pm
Area Office	Plas y Dre, Llanrwst

Benefits Customer Services:

Telephone Number 01492 576491 Fax: 01492 576260 B.T. Text Relay 18001 01492 576491

Email: hben.enquiries@conwy.gov.uk

Your call may be recorded for training and monitoring purposes

What happens to my information?

Conwy County Borough council collects your personal information to provide you with services relevant to your request. This information will not be shared with any other third party unless the law requires us to do so. For further information about how we handle personal information, please view our privacy policy at www.conwy.gov.uk/rbas/privacy