



White Hall Academy

Dear Parent/Carer,

In order to determine whether you would normally meet the eligibility criteria for Free School Meals for your children, please complete the attached form and bring it to the school office. However, only parent or carer can apply so it must be their details that are provided.

You meet the criteria if you receive any of the following benefits:

- . Income Support
- . **Income-based** Jobseeker's Allowance
- . **Income-related** Employment and Support Allowance
- . Support under Part V1 of the Immigration and Asylum Act 1999
- . The Guarantee element of State Pension Credit
- . Child Tax Credit provided they are **not entitled to Working Tax Credit**, and have an annual income (as assessed by HM Revenue & Customs) that does not exceed £16,190.
- . Working Tax Credit 'run-on' – the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit.

Heads of Academy Team

Head of Academy Mr Gavin Bradley • **Executive Head Teacher** Mr Andrew Smith • **Deputy Head Teacher** Mrs Ellie Eames

White Hall Academy, Melbourne Road, Clacton-on-Sea, Essex CO15 3SP

Tel 01255 422825 • **Fax** 01255 221705

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Application for Free School Meal eligibility check

Part One – Details of Parent/Carer. (Please use capitals)

Name of person receiving the benefit (Must be parent or carer)	
Relationship to the child	
Date of Birth of parent/carers	
National Insurance Number, or National Asylum Seeker Number	

Part Two – Details of children at this school.

Number of children at this school	
Name and Date of Birth of child 1	
Name and Date of Birth of child 2	
Name and Date of Birth of child 3	
Name and Date of Birth of child 4	

Please confirm that you agree that we can use the information that you provide to process your claim for free school meals with our service provider, Southend Borough Council.

The information you supply will be retained as a record. By making this application you consent for us to use the information in this way. You may withdraw your consent at any time by telephone or in writing to us at White Hall Academy. All personal details will be processed in accordance with the Data Protection Act 1998.

Signed.....

Date.....

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