

Children Services
Sanford House, Sanford Street
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Please ask for: School Admissions

Email : schooladmissions@swindon.gov.uk

Date : 7 July 2009

Dear Parent/Carer

Free School Lunches

Do you think your child should get Free School Lunches?

Your child may be entitled to Free School Lunches, which would mean a free healthy meal for your child.

Pupils are entitled to free school lunches if their parents or carers are in receipt of:

- Income Support
- Income-based Jobseekers Allowance
- Guarantee Pension Credit
- Income-related Employment and Support Allowance (this benefit was introduced 27 October 2008)
- NASS Support, under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, who do not receive Working Tax Credit AND who have an annual taxable income of less than £16,040.

If you think your child may be entitled to free school lunches then please complete an application form (these are available from your child's school or from the Admission Team, at the contact details above) and if you have evidence that you receive one of the above benefits please send this in with the application. Once the application has been authorised your child will receive meals until the end of the academic year.

Important Information for all Parents/Carers

1. If your child has been receiving Free School Lunches or has done so in the past, that claim will expire (all claims expire 24th July 2009) (please see No 2).
2. To ensure that your child receives their meal at the start of the new term in September, you will need to complete an application form.
3. All application forms should be returned to the Admissions Team at Sanford House by Friday 14th August. If we do not receive your form by this date, this may delay your child receiving their Free School Lunch on their first day of term.

For any more information on free school lunches, please contact the School Admissions Team on the details above.

Yours sincerely



Kay Wilcox
Admissions Officer



John Gilbert
Group Director, Children