Date as Postmark

Dear Parents/Carers,

We are writing to advise all parents/carers that your child may be eligible for a Free Hot School Meal and Milk each day. (However, if you prefer for your child not to have a school meal, but just milk, you may still submit an application.)

In order to qualify, you must be in receipt of one of the following:

* **Child Tax Credits** But are NOT entitled to Working Tax Credit and your gross annual family income is less than £16,190, as assessed by HM Revenue & Customs.
* **Income Support.**
* **Income Based Jobseekers Allowance. (JSA)** Please note that contributions based JSA is NOT a qualifying benefit.
* **Income Related Employment and Support Allowance (ESA)**. Please note that Contributions Based Employment and Support Allowance is NOT a qualifying benefit.
* **Guaranteed Element of State Pension Credit.**
* **You are an Asylum Seeker** and receive support from the National Asylum Support Service Part VI of the Immigration and Asylum Act 1999.
* **Universal Credit**, with an annual net earned income of less than £7,400

If your application is successful, additional funding will be made available to the school which will aid all children with their school learning.

If you feel you may qualify for this additional funding, please complete the attached form provided. Completed forms can be returned to school or you may wish to send your completed form directly to the Free Schools Meals Service.

Yours Sincerely

C Caldwell Signature

Mrs C Caldwell

Headteacher