



**Application Form  
For Free School  
Lunches**

**Children's  
Services**

Business Support Unit  
Swindon Borough Council  
Civic Annexe  
Euclid Street  
Swindon SN1 2BR  
Tel: 01793 445500  
Email: schoollunches@swindon.gov.uk

Your child/ren may be entitled to receive free school lunches if you are in receipt of one of the allowances listed below. If you are receiving one of these, and would like your children to receive free school lunches, please complete this form. It may speed up the application process if you could attach any supporting evidence. Please note that this form must be signed (please see Section C overleaf) for it to be processed.

**Parents / carers or may be entitled to Free School Lunches if they are in receipt of one of the following:**

- . Income Support
- . Income Based Jobseekers Allowance
- . Guaranteed Pension Credit
- . NASS Support under Part VI of the Immigration and Asylum Act 1999
- . An Income-Related Employment and Support Allowance (this benefit was introduced 27 October 2008)
- . Child Tax Credit, who do not receive Working Tax Credit AND who have an annual taxable income of less than £16,190.

Please tick box if this is a new application (only one application is required for all children)

**Section A – Claimant's Information**

National Insurance Number of Claimant

Claimants Date of Birth

Last name (parent/carer) \_\_\_\_\_ First name \_\_\_\_\_ Mr/Mrs/Miss/Ms/Other

Home address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone number \_\_\_\_\_ Relationship to pupil (mother, father, carer, etc.) \_\_\_\_\_

Please list below all children in attendance at school or other educational establishment.

LAST NAME	FIRST NAME	MALE/FEMALE	DATE OF BIRTH	NAME OF SCHOOL	STARTED AT SCHOOL

If you are claiming under part VI of the Immigration & Asylum Act 1999, tick box.

Please provide your NASS reference number

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**Section B – To be completed by Department for Works & Pensions (DWP) only**

**If you do not have any documentary evidence, you may ask the Department for Works & Pensions (DWP) - to complete this section. If you are not required to complete this section, please move to Section C below.**

I certify that the applicant Mr/Mrs/Miss/Ms/Other

\_\_\_\_\_

National Insurance Number  
is currently in receipt of:

(A) Income Support

(B) Income Based Job Seekers Allowance

Signature of DWP

\_\_\_\_\_

DWP stamp:

Date

\_\_\_\_\_

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**Section C – Claimants Signature**

I certify that the information given on this application form is correct to the best of my knowledge and belief. I undertake to notify the School Admissions Team immediately of any change in the payment of benefit.



**Data Protection Act 1998**

The information you provide will be used to establish whether you are entitled to free school meals for your child and will be shared with the Admissions Team, the Revenue and Benefits department, and the particular school for which your child is attending, for the purposes of allocating your child a free school meal

Signature of applicant

\_\_\_\_\_

Date

\_\_\_\_\_

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This information about [Free School Meals](http://www.swindon.gov.uk/educationandlearning/schoolsandcolleges/freeschoolmeals-2.htm) is available on the internet at:

[www.swindon.gov.uk/educationandlearning/schoolsandcolleges/freeschoolmeals-2.htm](http://www.swindon.gov.uk/educationandlearning/schoolsandcolleges/freeschoolmeals-2.htm) It can be produced in a range of languages and formats (such as large print, Braille or other accessible formats) by contacting the Customer Services Department. Tel: 01793 463725, Fax: 01793 463982, E-mail: [customerservices@swindon.gov.uk](mailto:customerservices@swindon.gov.uk)

**The completed form should be returned to the school direct or to the Business Support Unit, Swindon Borough Council, Civic Annexe, Euclid Street, Swindon, SN1 2BR**

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