



# Hylands School

Part of The Kemnal Academies Trust  
Chelmsford Road,  
Chelmsford,  
CM1 3ET  
T: 01245 266766  
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## APPLICATION FOR FREE SCHOOL MEALS

This form should be completed and returned to Hylands School. Please note that Free School Meals applications are now administered by Hylands School.

Applicant's Surname..... Initials..... N.I. No --/--/--  
Address.....  
..... Postcode..... Telephone No. ....  
Relationship to children named below ..... (father/mother/guardian)  
Have you previously received free school meals? .....  
Details of all children ATTENDING HYLANDS SCHOOL for whom you are claiming Free School Meals:

Surname	First Names (s)	Date of Birth
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**YOUR TOTAL HOUSEHOLD ANNUAL INCOME FROM EMPLOYMENT AND BENEFITS MUST NOT EXCEED £16,190 IN ORDER TO QUALIFY.**

### Suitable evidence in support of your application

To demonstrate income from employment, please submit a copy of your P60 for the current tax year for all individuals residing at your address. To demonstrate income from benefits, please submit a copy of benefit entitlement for all individuals residing at your address. All documentation must relate to the current tax year.

### BENEFITS

**Are you receiving Income Support/Income Related Employment & Support Allowance? YES/NO**

If yes, please submit a copy of the letter you received from the Department of Work & Pensions informing you of your entitlement.

**Are you in receipt of support under part VI of the immigration and Asylum Act 1999? YES/NO**

If yes, please submit a copy of the application registration card or Form SAL

**Are you in receipt of the Pension Guarantee Credit? YES/NO**

If yes, please submit a copy of your Award notice from the Pensions Service

**Are you in receipt of Child Tax Credit? YES/NO**

**Are you are in receipt of Working Tax Credit? YES/NO**

If yes, please submit a copy of Tax Credit Award Notice (TC602)

**Free School Meals will only be awarded on the basis of a completed and approved application and cannot be backdated.**

### IMPORTANT

The school must be informed when your benefit entitlement ceases/changes or there is any change to your personal income or circumstances. If you fail to do so, you will be required to repay the money for the meals taken.

### DECLARATION

I certify that the above information is, to the best of my knowledge, correct. I understand that the school may make appropriate enquiries to verify the above information.

Signature ..... Date .....