

**Application form for Free School Meals for children from families with No Recourse to Public Funds (NRPF)**

Please complete this application form if you are a family with No Recourse to Public Funds (NRPF) and would like to apply for free school meals.

To qualify the following criteria must be met: - Joint Earnings if working must be below the threshold. You cannot have more than £16,000 in Capital and Savings.

All sections **must be** completed and supporting evidence **must** be provided at the same time of your application.

Please ensure you **sign** the declaration at the end of the application on page 4.

**Child(ren)’s Details-**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| First name(s)  | Surname | Date of birth | Name of school | Relationship to Child | Nationality of child |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

## Parent/Carer’s Details-

|  |  |  |
| --- | --- | --- |
| Title -  | First name(s) - | Surname - |
| Address -  | National Insurance Number - (If Applicable) |
| Date of birth - | Nationality - |
| Telephone Number - | Email address - |

## Details of your partner -

|  |  |  |
| --- | --- | --- |
| Title -  | First name(s) - | Surname - |
| Address -  | National Insurance Number - (If Applicable) |
| Date of birth - | Nationality - |
| Telephone Number - | Email address - |

**Immigration Status Category**

Please tick or highlight the immigration category you are applying under and **provide evidence of this.**

[ ] Zambrano

[ ] Chen

[ ] Article 8 of the ECHR

[ ] Section 4 of the Immigration & Asylum Act 1999

[ ] Families receiving support under Section 17 of the Children Act 1989 who are also subject to

 a no recourse to public funds restriction

[ ] BN(O) Passport holder

[ ] Spousal visa holder

[ ] Work visa holder

[ ] Student visa holder

[ ] Graduate visa holder

[ ] Other

|  |  |
| --- | --- |
| Evidence of status provided.  |  YES [ ]  NO [ ]   |

|  |  |
| --- | --- |
| If you have ticked “Other” in the above section, please explain further here. |  |

**Evidence of status to be provided to support your application:**

In most cases you will be able to provide confirmation of your NRPF status by providing a copy of both sides of your Biometric Residence Permit (BRP) card or by providing a valid Share Code to allow us to check your status via the Home Office’s Online Immigration Checking Service.

Other forms of acceptable evidence are detailed below -

**Zambrano or Chen carers**

Families will be able to provide a copy of their derivative residence card. If they do not hold this, they must be able to show that:

* + the carer or parent is not a British citizen.
	+ the child is a British citizen.
	+ the carer is a direct relative or legal guardian of the child, and they have the primary responsibility for the child.
	+ there are no other members of the carers’ family in the UK or the European Economic Area (EEA) who could look after the child.

**Article 8 of the European Convention on Human Rights (ECHR)**
Families will be able to provide a copy of their letter from the Home Office granting them leave to remain in the UK or their biometric residence card.

**Section 4 of the Immigration and Asylum Act 1999**
Families will be able to provide a copy of their letter from the Home Office or local authority confirming Section 4 support or their ASPEN card.

**Families receiving support under Section 17 of the Children Act 1989**

Copy of child in need pack for each child dated within the last 6 months.

**British National (Overseas) passport holders**Families will be able to provide a copy of either their current BN(O) passport or visa.

**Spouse, work, student or graduate visa holders**Families will be able to show a copy of their visa.

**Other**

Please explain above.

## Earned /Other Income (this includes any wider support you may be receiving)

To be eligible for free school meals, a families’ **net annual household income** must be no higher than the following:

* £22,700 for families with one child
* £26,300 for families with two or more children

This includes any wider income or support you may be receiving in addition to any earnings from employment.

|  |  |
| --- | --- |
| Are you employed? |  YES [ ]  NO [ ]   |
| If you have a partner, are they employed? |  YES [ ]  NO [ ]   |
| Is your joint **net** annual household income, including earnings from employment and any wider support you may be receiving, **less than** the maximum income thresholds listed above? |  YES [ ]  NO [ ]   |

Forms of acceptable evidence

* Most recent payslip from your employer
* P60
* Letter from your employer stating your annual salary
* Letter from the local authority confirming support if applicable

|  |  |
| --- | --- |
| Evidence of earned income provided.  |  YES [ ]  NO [ ]   |

# Capital and Savings

Are your combined household Capital and Savings more than £16,000?

YES - [ ]  - You are **NOT** eligible.

NO - [ ]  - Evidence is required, see below.

* Please provide copies of your latest bank statement or any other accounts that you and your partner (if you have one) hold.

|  |  |
| --- | --- |
| Evidence of Capital and Savings  |  YES [ ]  NO [ ]   |

# Declaration of applicant

I (Full Name) ..........................................................................................................

of (Full Address) .................................. .........................................................................................

confirm that the information I have provided above is accurate and true.

I agree that the information I have provided can be shared with the Department for Education for the purposes of assessing eligibility for a free school meal.

## Parent/Carer/Guardian with legal responsibility for care of the child(ren)

|  |  |
| --- | --- |
| Signed |  |
| Print name |  |
| Date |  |

**Applicants are advised that it is a criminal offence to knowingly make an untrue statement or other false information to obtain a grant, contribution, or other financial benefit from the Council. This Council is under a duty to protect the public funds it administers and to this end may use the information on this form within the authority for the prevention and detection of fraud**.

In some cases, you may be required to provide further evidence to support your claim. If this is not provided, we have the right to refuse your application.

**How to submit a completed application**

Completed forms can either be returned to your child's school, emailing to educationalbenefits@redcar-cleveland.gov.uk or by post to: Redcar & Cleveland Borough Council, Department of Corporate Resources, Educational Benefits, Redcar & Cleveland House, Kirkleatham Street, Redcar, Yorkshire, TS10 1RT

**Notification of the outcome**

Applicant’s will receive the outcome of their application in writing.

**How we process your data**

When you apply for free school meals, we will use and process your information for the purposes of your application, and to help support your child's teaching and learning. To find out more, go to redcar-cleveland.gov.uk/privacy.