



Holden Lane Primary School

Working together, learning for life

Dear Parent/Carer,

Free School Meal Registration and Claim Form

We want to make sure that we are providing your child with the best education and support we can. Healthy school food has obvious health benefits and can help pupils establish healthy habits for life. Healthy school food can also help to improve pupils' readiness to learn.

For every eligible pupil registered with the Free School Meals Service, the school will receive funding called Pupil Premium which is used to help support children in schools. So that schools and pupils can continue to benefit from this extra funding, it is important that parents who meet the entitlement criteria continue to register their claim. This means registering for free meals could also raise an extra **£1,320** for your child's primary school, to fund valuable support like extra tuition, additional teaching staff or after school activities.

You only need to complete this form once and it will last for the duration of your child's time at their current school. Despite this, you should contact the school office or local authority if you have a change in financial circumstances.

Even if you do not want to take free meals or feel you will not be eligible, it is important for you to register for them, so that the school can receive as much government funding as possible. Please complete the attached form and return to school as soon as possible.

Thank you for your continued support.

Yours sincerely,

Miss Clare Thomas
Head Teacher

Headteacher: Miss Clare Thomas, BA(Hons), NPQH

Ralph Drive, Sneyd Green, Stoke on Trent, ST1 6JS
Telephone: 01782 234890



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Child's details:

Child's First Name	Child's Surname	Date of Birth	Name of School	Year Group

Parent 1 details:

Applicant's National Insurance Number									
Applicant's NASS Reference Number (if applicable)									
What is your relationship to the child									
Applicant's Full Name	(Mr, Ms, Mrs, Miss)								
Applicant's Address including Postcode									
Applicant's Date of Birth									
Applicant's Telephone Number									
Applicant's Email									

Parent 2 details:

Applicant's National Insurance Number									
Applicant's NASS Reference Number (if applicable)									
What is your relationship to the child									
Applicant's Full Name	(Mr, Ms, Mrs, Miss)								
Applicant's Address including Postcode									
Applicant's Date of Birth									
Applicant's Telephone Number									
Applicant's Email									

All information provided will be treated in confidence, in accordance with the General Data Protection Regulation (GDPR) and used for the purposes of fulfilling the School's and Local Authority's statutory and operational needs in relation to Free School Meals, Education Benefits, Pupil Premium and Early Years Pupil Premium.

I declare that all information I have provided is true. I will inform the school if my circumstances change (including my address). Applications will not be processed without a signature.

Signature.....

Date.....

Headteacher: Miss Clare Thomas, BA(Hons), NPQH

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