Pupil Premium (including Free School Meals)

Is my child eligible for the Pupil Premium?

The Pupil Premium (which includes the eligibility for Free School Meals) is offered to children whose parents receive:

- **Income Support (IS)**
- **Income-based Jobseekers Allowance (IBJSA)**
- **Income-related Employment and Support Allowance (ESA)**
- **Support under Part VI of the Immigration and Asylum Act 1999**
- **The guaranteed element of State Pension Credit**
- **Child Tax Credit** with an annual income "as assessed by the Inland Revenue" that does not exceed **£16,190 (the parents/guardians MUST NOT have Working Tax Credit).**
- **Universal Credit**

We are not allowed to recognise any other benefit other than those mentioned above.

How do I apply?

Complete the application form and return to one of the site offices at King Alfred's together with proof of benefit so that your eligibility can be assessed. Proof of benefit cannot be demonstrated by a bank statement or photocopies and must include all of the pages.

How often do I have to apply?

You should apply to your school when you first start to receive benefit as claims are not backdated. Your eligibility will be reviewed at least every six months. All adults living in the family home should appear on the application form.

What if my circumstances change?

You should notify the school immediately if any changes occur to your benefit

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KING ALFRED'S ACADEMY

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APPLICATION FOR PUPIL PREMIUM (including Free School Meals)

Please complete and return to any site office together with an original proof of the relevant support payment(s). They must be the official documentation that is sent from the Agency and must include all pages.

The relevant supporting proofs are:

1. **Income Support (IS) –** proof of entitlement is in the form of a recent letter from the Department for Work & Pensions, Job Centre Plus or FF260 form.

2. **Income Based Jobseekers Allowance (IBJSA) –** proof of entitlement is in the form of a recent letter from the Department for Work & Pensions / Job Centre Plus letter.

3. **Income Related Employment and Support Allowance (ESA) - ESA(IR)** will be an eligible benefit for Pupil Premium - proof of entitlement is a recent letter or a statement from the Department of Work and Pensions / Job Centre Plus (ESA (C) recipients are *NOT* eligible for Pupil Premium).

4. **Support under part VI of the Immigration and Asylum Act 1999** – proof of entitlement is in the form of a recent letter from the National Asylum Support Service (NASS).

5. **Guaranteed Element of State Pension Credit** – proof of entitlement is assessed by a current 'Pension Credit M1000 Award Notice'. The 'How Pension Credit has been worked out for…' section of this form clearly shows details of any Guaranteed Pension Credit in payment.

6. **Child Tax Credit** with an annual income "as assessed by the Inland Revenue" that does not exceed **£16,190 (the parents/guardians MUST NOT have Working Tax Credit) –** proof of entitlement is assessed by the TC602 Award Notice for the current tax year. *(**Do not** apply if in receipt of Working Tax Credit)*

7. **Universal Credit Documentation**

Applications with missing/incomplete proof documents cannot be processed.

Parent/Guardian (applicant) details (<u>All adults living in the family home must apply</u>):

Surname	Title	First Names	National Insurance No	Date of Birth

Address:	
Postcode	

Please give details of each child, including the school they attend:

Full Name	Date of Birth	School

Which benefit are you in receipt of:	✓	Dated from	Dated to
(1) Income Support			
(2) Income Based Job Seekers Allowance			
(3) Income Related Employment and Support Allowance			
(4) Support under Immigration & Asylum Act			
(5) Guarantee Element of State Pension Credit			
(6) Child Tax Credit			
(7) Universal Credit			

I/we declare that the particulars stated on this form are correct and that I/we am in receipt of one of the relevant support payments for Pupil Premium. I/we understand that any details given by me/us will be checked. I/we undertake to notify the school immediately I/we cease to receive or have any changes to the relevant support payment (please note that you will be required to meet the cost of any free meals provided after the date you cease to receive entitlement).

Signature(s): _____ Date: _____

FOR OFFICE USE ONLY

Evidence Provided & Photocopied				
Initials:	*Date:*	*MIS:*	☐	*End Date:*