



GREAT WALTHAM C of E PRIMARY SCHOOL

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Headteacher: Diane Wilson BSc PGCE NPQH

23rd November, 2011

Dear Parents,

School Budget

As Government cuts begin to bite it is imperative that I ensure we claim all aspects of funding to which we are entitled. One factor of our funding, is the additional money we receive to support Free School Meals (FSM).

To this end, I would like to urge any parent who thinks they may be entitled to FSM to contact me so that I can process their claim. This does not mean that you have to take the meals, but merely register your entitlement. This is all done in complete confidence, and none of the children are aware of those who have this entitlement.

Parents or guardians receiving the following benefits can claim FSMs:

- Income Support
- Jobseekers Allowance (Income Based)
- Income Related Employment & Support Allowance
- Child Tax Credit with an annual taxable income of less than £16,190
- Pension Guarantee credit
- Support under Part V1 Immigration and Asylum Act 1999

You will not normally be eligible for FSM if you receive any amount of Working Tax Credit. However, if you have recently become unemployed you may be entitled to a short term 4 week award while your entitlement to Child Tax Credit is assessed.

FSM can only be given on the basis of a completed and approved application and cannot be backdated.

Every school has one day - **census day in January** - on which numbers such as FSM are collected. Please therefore contact me, in confidence, if you think you may be eligible.

Thank you for your help.

Yours sincerely,

Margaret Richards
School Business Manager

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