

## Bottisham Community Primary School



Acting Headteacher: Rachael Johnston

6<sup>th</sup> January 2017

Dear Parents / Carers,

### Free School Meals and the Pupil Premium

The Government gives money to schools to help children from lower income families do their very best. This funding is called a 'Pupil Premium'.

**For every child registered, Bottisham Primary School gets £935 a year and families who are currently paying for school meals will save over £400 a year.**

Pupil Premium is used to provide a range of educational benefits for the pupils, which can include assistance with paying for extra-curricular activities and visits, and music lessons. Even if you do not wish your child to claim free lunches, by registering for them, you will allow the school to claim the associated Pupil Premium. No other benefits that you may be claiming are affected by this.

We would therefore like to encourage families to check whether they are eligible to receive free school meals.

Claiming free school meals has never been easier;

- You can complete the application online at [http://www.cambridgeshire.gov.uk/info/20059/schools\\_and\\_learning/294/help\\_with\\_school\\_and\\_learning\\_costs/2](http://www.cambridgeshire.gov.uk/info/20059/schools_and_learning/294/help_with_school_and_learning_costs/2)
- Post the attached form to: Education Welfare Benefits Service, Cambridgeshire County Council, OCT 1222, Octagon 2, Shire Hall, Cambridge CB3 0AP
- Fax the form to 01223 699481
- Scan and email the form to [ewb.fsm@cambridgeshire.gov.uk](mailto:ewb.fsm@cambridgeshire.gov.uk)
- Come in to school and someone from the Office will help with your application

This needs to be completed before Monday 16 January 2017 for the school to receive the additional funding this year.

You do not need to provide any paper proof of benefit. The system will automatically check your child's entitlement to free school meals. You will need to provide your surname, date of birth and your National Insurance number or National Asylum Seeker reference number. Once approved, Cambridgeshire County Council will check that you continue to

Beechwood Avenue  
Bottisham  
Cambridgeshire  
CB25 9BE  
01223 811235

01223 811235  
[office@bottisham.cambs.sch.uk](mailto:office@bottisham.cambs.sch.uk)  
[www.bottisham.cambs.sch.uk](http://www.bottisham.cambs.sch.uk)  
[twitter.com/BottishamPri](https://twitter.com/BottishamPri)

qualify for free school meals on a regular basis, using the Secure Electronic Checking System. There is no need to reapply at the end of the school year.

Eligibility: All children who are at school under 19 at the start of the academic year (5 September 2016) and have parents who are claiming one of the following benefits:

- Income Support
- Income Based Job Seekers Allowance
- Income-related employment and support allowance
- Support under part VI of the Immigration & Asylum Act 1999
- Child Tax Credit but who are not entitled to working tax credit and whose annual income (as assessed by HM Revenue & Customs) does not exceed £16,190
- Guarantee element of state pension credit
- Universal Credit

Note: Where a parent is entitled to Working Tax Credit during the four-week period immediately after their employment ceases, or after they start to work less than 16 hours per week, their children are entitled to free school meals.

If you would like any assistance with claiming or wish to speak to us in confidence please contact the school office on 01223 811235 or speak to a member of staff.

Yours sincerely,

Rachael Johnston  
Acting Headteacher

Beechwood Avenue  
Bottisham  
Cambridgeshire  
CB25 9BE  
01223 811235

01223 811235  
office@bottisham.cambs.sch.uk  
www.bottisham.cambs.sch.uk  
twitter.com/BottishamPri