

2 February 2022

Dear Parent/Carer

Eligibility for free school meals – How to apply

I remain acutely aware of the financial difficulties Covid-19 may have caused our families. There has been a 10% increase in the number of children eligible for free school meals since the pandemic began here at Outwood Normanby. I thought it would help to remind you of the criteria, where if a parent/carers receives at least one of the following, children may be able to receive free school meals:

- Universal Credit – *(providing you have an annual net earned income of no more than £7,400 as assessed by earnings from up to three of your most recent assessment periods)*
- Income Support
- Income Based Jobseekers Allowance
- Income Related Employment and Support Allowance
- The Guaranteed Element of Pension Credit
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit - *provided you are not also entitled to Working Tax Credit and have an annual gross income as assessed by Her Majesty's Revenue and Customs of no more than £16,190*
- A 'Run-On' of Working Tax Credit - *paid for 4 weeks after you stop qualifying for Working Tax Credit*

Students who receive any of the above benefits in their own right, are also entitled to free school meals.

For full information please visit the RCBC website [here](#). If you think you might be entitled to claim for your child/children, you can complete this [digital form](#) online.

Alternatively please download, print and complete the application form available on the RCBC website [here](#) or see the bottom of this page. You can scan and email the completed application form to: educationalbenefits@redcar-cleveland.gov.uk or post to **Educational Benefits, Redcar & Cleveland House, Kirkleatham Street, Redcar, TS10 1RT**

Some parents are embarrassed to ask for help. I would assure you that we keep all communication in this regard confidential and that the process of recording the children receiving free school meals is very discreet.

Yours faithfully



Andrew Wappat
Principal