



Tuesday, 26 September 2023

Dear Parents and Carers,

Re: Pupil Premium and free school meals letter and eligibility form

If your child is eligible for 'free school meals' and you register them for this, we'll receive extra funding called 'Pupil Premium'. We use this extra money to improve the educational provision and resources at the school.

What is Pupil Premium funding?

Pupil Premium funding from the government is given to schools to help pupils reach their full potential, regardless of their background or financial situation. It's provided for pupils who:

- Are registered for free school meals
- Have been registered for free school meals at any point in the past 6 years
- Are, or have been, in care
- Have parents in the armed forces

At Castle Hills Primary Academy, we get an extra £1,455 for every eligible pupil who is registered for free school meals. This extra money could make a real difference to the quality of education we offer.

For example, we've previously used Pupil Premium funding for:

- Educational provision/resources
- Academic interventions
- Wellbeing and self-esteem building interventions

Is my child eligible for free school meals?

Your child will be eligible if you are receiving one of the following:

- Universal Credit - Your annual net earned income must be no more than £7,400, as assessed by earnings from up to 3 of your most recent assessment periods.
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Child Tax Credit but not Working Tax Credit and your annual income is below £16,190 (as worked out by HM Revenue & Customs)
- Guarantee element of State Pension Credit
- support under part VI of the Immigration and Asylum Act 1999
- parents receiving Working Tax Credit for four weeks after their employment finishes are entitled to free school meals during that period. This also applies to parents who start working less than 16 hours per week

Universal infant free school meals

Currently, pupils in reception, year 1 and year 2 are entitled to a free school meal thanks to a different government funding scheme known as universal infant free school meals (UIFSM). You shouldn't confuse UIFSM with free school meals and the Pupil Premium.

If your child is in reception, year 1 or year 2 and is eligible for free school meals according to the criteria above, you should still register because we'll receive the extra Pupil Premium funding.

Does my child have to eat the free school meals?

No. Pupils who are registered for free school meals don't have to eat them. If you're eligible but you want your child to have a packed lunch you should still register because the school will receive the funding which can support your child in other ways.

Additionally, registering your child will also entitle them to continue to receive free school milk after they turn 5 as well as free school meals through years 3 to 6 (once UIFSM meals have ended).

How do I register?

You only need to register once at the school.

To check whether your child is eligible, please complete the free school meal eligibility form and return to school by: **Monday 2nd October 2023**

Or to register yourself please visit the link below to apply directly with Doncaster Council

<https://www.doncaster.gov.uk/doitonline/free-school-meals>

More information

For more information about Pupil Premium go to our website, which contains details of how the Pupil Premium has been spent in the past academic year and how it will be spent this year.

Yours sincerely,

Neil Harris
Head of School and Pupil Premium lead

Sarah Lathlane - Executive Headteacher
Neil Harris – Head of School

Jossey Ln | Scawthorpe | Doncaster | DN5 9ED
Tel: 01302 780246
Email: admin@castlehillprimary.com
Web: www.castlehillprimary.co.uk
Twitter: @CastleHillsScaw



Part of Leger Education Trust

Free school meal eligibility form

About your child/children

Child's surname	Child's first name	Child's date of birth	Name of school

About you

	Parent/Carer one	Parent/Carer two
Surname		
First name		
Date of birth		
National Insurance number		
National Asylum Support Service (NASS) number		
Daytime telephone number		
Mobile number		
Address		
	Postcode:	Postcode:

Family income and benefits

If you receive any of the benefits listed below, please place an X in this box.

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support from NASS under part 6 of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Child Tax Credit (with no Working Tax Credit)
- Working Tax Credit run-on
- Universal Credit

Universal Credit

If you are in receipt of **Universal Credit**, please place an X in the appropriate box to indicate whether your net earned family income is over £7,400 per year.

Your net earned income is your household income after taxes and deductions. It does **not** include income through Universal Credit or other benefits that you may receive.

Yes No Unsure

Child Tax Credit

If you are in receipt of **Child Tax Credit**, please place an X in the appropriate box to indicate whether your joint gross annual income is over £16,190 per year.

Joint gross annual income is your household income before taxes are taken into account.

Yes No Unsure

If you're not sure whether you receive one of the listed benefits, or what your household income is, but you would still like us to check whether your child is eligible for free school meals, please place an X in this box.

Declaration

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for local authority (LA) purposes. I agree to the LA using this information to process my application for free school meals. I also agree to notify the LA in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent/carer: _____ Date: _____

How your information will be used

The information you provide in this form will be used by the school to do an on-line application at Doncaster Council to decide whether you are eligible for free school meals.

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

The LA is committed to ensuring that the personal and sensitive information that they hold about you is protected and kept safe and secure, and they have measures in place to prevent the loss, misuse or alteration of your personal information. The LA will use the information you provide to assess entitlement to free school meals. The information may also be shared by the LA with other LA departments to offer benefits and services.