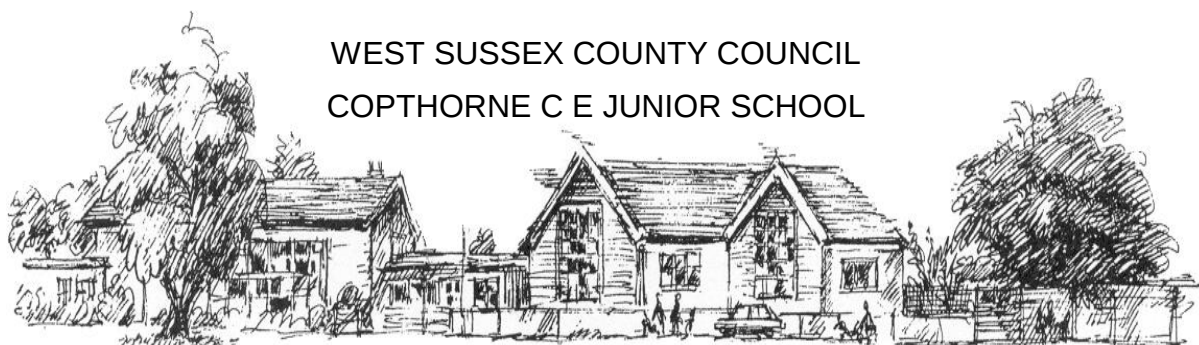




WEST SUSSEX COUNTY COUNCIL  
COPTHORNE C E JUNIOR SCHOOL

CHURCH ROAD, COPTHORNE, WEST SUSSEX, RH10 3RD

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12<sup>th</sup> November 2020

Dear Parents / Carers,

**Eligibility for Free School Meals / Help Leaflet:**

We think this might be a good time to remind you again about checking your eligibility for **Means Tested Free School Meals** and to provide information on what help is available for families in and around Surrey / Sussex.

**Please find attached a leaflet of services that may be of help to you or someone you know and details below of how to apply for Means Tested Free School Meals.**

Some families may qualify for **Means Tested Free School Meals** because of the benefits they receive or if they are on low income. If your circumstances have changed in the last couple of months and you are now in receipt of some sort of benefits or your income has changed, it really is worth just checking whether you are eligible for Free School Meals.

This is because if you are eligible **NOW** - even for a short period of time, under the present rules your child will be eligible for Free School Meals until they reach the end of Year 6 or your circumstances change. Therefore, they could have a school meal without you having to pay £2.35 per day. It also enables schools to gain extra funding which can be used to contribute towards your child's school trips.

**To qualify you need to meet at least one of the below criteria:**

\*[Universal Credit](#) (provided 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 [Jobseeker's Allowance](#)

\*Income-related [Employment and Support Allowance](#)

\*Support under [Part VI of the Immigration and Asylum Act 1999](#)

\*The guaranteed element of state [Pension Credit](#)

\*[Child Tax Credit](#) (provided you're not also entitled to [Working Tax Credit](#) and have an annual gross income of no more £16,190)

\*[Working Tax Credit](#) run-on - paid for four weeks after you stop qualifying for Working Tax Credit.

Full details can be found on the West Sussex County Council website. Applying is a quick and simple online process and if you are successful we can apply for the vouchers for you immediately. Just click on this link:

<https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/free-school-meals/>

If you are eligible please email your confirmation letter to the school office so that we can explain what you need to do next.

**If you require any help applying or if you have any further question please do not hesitate to contact Louise Duke on either (01342)712372 or [office@copthornejunior.co.uk](mailto:office@copthornejunior.co.uk) .**

Kind Regards

School Office  
Copthorne CE Junior School