



Hipsburn Primary School, Lesbury, ALNWICK, Northumberland. NE66 3PX

Tel: 01665 830210

Email: [admin@hipsburn.northumberland.sch.uk](mailto:admin@hipsburn.northumberland.sch.uk)

Web: [www.hipsburn.northumberland.sch.uk](http://www.hipsburn.northumberland.sch.uk)

Headteacher Mr Kevin Moloney

5<sup>th</sup> October 2020

Dear parents and carers,

Free School Meals and Pupil Premium Eligibility

I'd like to start with a definition of the two types of free school meals:

**Universal free school meals (UFSM)**

All pupils in reception, year one, and year two are entitled to a school meal free of charge, no application is necessary and there is no additional funding to the school.

**Free School Meals (FSM)**

Parents must meet specific criteria (see below) and complete an application form. Each approved claim attracts additional funding for schools.

**Why should I apply for FSM?**

As I have explained all infant children are entitled to a free meal, however you may still be eligible for extra funding for your child and free milk, so it is still worth applying. For each pupil registered for FSM, schools receive £1320 per year in pupil premium to support these children. This is a large sum of money for a small school budget. Reports show that there are thousands of pupils across the country that are not registered for FSM that should be, especially where household circumstances have changed during the Covid19 pandemic. You must ensure that you register ALL of your school age children - younger children joining our school don't automatically receive the extra funding if an older child does.

Please can I encourage all parents / carers to apply for FSM if you are in receipt of one or more of the following benefits:

- **Universal Credit**
  - Provided you have an annual net income of no more than £7,400
  - This is assessed by earnings from up to three of your most recent assessment periods
- **Income Support**
- **Income-based Job Seekers Allowance**
- **Income related Employment and Support Allowance**
- **Support under Part VI of the Immigration and Asylum Act 1999**
- **The guarantee element of Pension Credit**
- **Child Tax Credit**
  - Provided you are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190
- **Working Tax Credit run on**
  - Paid four weeks after you stop qualifying for Working Tax Credit

If you think you may qualify for Pupil Premium please [click here](#) to complete an online application. Alternatively you can request a paper copy from the school office or call the FSM department at Northumberland County Council on 0345 6006400. All information is kept in the strictest confidence. Kind regards,

Kevin Moloney  
Headteacher

