

Please list **ALL** children in your household who attend a Stoke-on-Trent school

On FSM	Child's First Name	Child's Surname	Date of Birth	Name of School	Year Group of Child
For School use only Please tick			/ /		
			/ /		
			/ /		
			/ /		
			/ /		
			/ /		
			/ /		
For school use only:- Is family new to your school				YES	NO

Home address of child / children named above

	Contact Phone Number
Postcode	

Applicant's Details - Please write clearly and note that any incorrect or missing details WILL delay this form being processed

Applicant's National Insurance Number									
Applicant's NASS Reference Number (if applicable)									
What is your relationship to the child / children (Please Circle)	Mother	Father	Guardian	Foster Carer					
Applicant's Title (Please Circle)	Mr	Mrs	Miss	Ms.					
Applicant's First Name (Please use BLOCK LETTERS)									
Applicant's Surname (Please use BLOCK LETTERS)									
Applicant's Date of Birth	DAY		MONTH			YEAR			
Applicant's Address - if different than that of the child / children named above									

Declaration and Signature of Applicant



All information provided will be treated in confidence, in accordance with the Data Protection Act 1998 and used for the purposes of fulfilling the School's and Local Authority's statutory and operational needs in relation to Free School Meals, Education Benefits, Pupil Premium and Early Years Pupil Premium. It may also be shared with other departments in the council for the purposes of preventing fraud, misuse of public funds and any legal or statutory requirements. Information will also be shared with the Department for Education to facilitate the administration of Free School Meals, Pupil Premium and Early Years Pupil Premium. If you object to your information being shared in this way, please write to Free School Meals, Children and Family Services, Floor 2, Civic Centre, Glebe Street, Stoke-on-Trent, ST4 1HH.

I declare that all the information I have provided is true. I will inform the school and the Free School Meals Service (Tel 01782 236813) if my circumstances change (including my address). **Applications will not be processed without a signature**

Signature: Date:

Further information regarding free school meals can be found on the City Council's website:
www.stoke.gov.uk/ccm/navigation/education/schools-and-nurseries/school-meals/

For School Use Only: - **Schools to note, if no date is entered the claim will start on the day the form is received by The FSM Service and may not be backdated** Start date of Claim: - ____/____/____
 Name of School _____

For Free School Meal Service use only:-
 D/D Date _____