

26 March 2018

Dear Parents / Carers



Do you think that your child could be entitled to Free School Meals, but you have not yet applied?

550 families within the Ipswich area who are entitled to free school meals, have not yet applied. Are you one of them? If you are, **apply by 31 March 2018** and the Department for Education say that this entitlement will be protected until the end of March 2022, regardless of any change in your circumstances. If a child moves from primary to secondary school before 31 March 2022, their protection to free school meals will continue throughout their secondary school education too. This also means that pupil premium funding is guaranteed for that period; this funding further supports your child's education at the Academy.

With the imminent roll out of Universal Credits in the Ipswich area, we have been advised that if you apply for free school meals on or after 1 April 2018 and have not applied before, it could take up to six weeks before the Department for Work and Pensions confirm your eligibility. The Department for Education will not authorise us to backdate Free School Meals.

Your child might be able to get free school meals if you are in receipt of any of the following:

- 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 Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

If you would like to see if your child is entitled to Free School Meals then please apply online at www.suffolk.gov.uk/freeschoolmeals by no later than midnight on 31 March 2018 to ensure that you receive a guaranteed free school meal for your child for the next four years.

If you apply for free school meals on or after 1 April 2018 and you receive irregular income due to being, say, self-employed or on a zero hours contract, you will be required to undergo manual eligibility checks over a three-month period. This means that you will not be entitled to free school meals over that three-month period. Again, the Department for Education will not authorise us to backdate that entitlement.

If you would like any help in applying then please do not hesitate to contact the school, by noon on 29 March latest, and we will go through the process with you.

Yours faithfully

C D'Cunha

C D'Cunha
Principal

Chantry Academy

Principal: Mr C D'Cunha

Mallard Way, Ipswich, Suffolk IP2 9LR

Office: 01473 687181

Email: admin@chantryacademy.org **Web:** www.chantryacademy.org

Chantry is an Active Learning Trust Academy. Registered in England: Company Number: 7903002

Registered Office: Chesterton Primary School, Green End Road, Cambridge, CB4 1RW.

VAT Registration Number GB 144 3232 43

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