

## Free School Meal Application

Please complete using black ink and BLOCK CAPITALS, return your form to the school office, which will then be processed in confidence by the local authority.

Child's full name	
Parents surname	
Parents date of birth	
Parents National Insurance Number	

Please complete this section only if you are receiving one of the following benefits:

Please (x) if you are in receipt of

Child Tax Credit with no Working Tax Credit and where the household income is less than £16,190	
Income Support	
Income based Job Seeker's Allowance	
Income based Employment Support Allowance	
Support under part VI of the Immigration and Asylum Act 1999	
Guarantee element of state pension credit	
Universal Credit	

The information I have given on this form is complete and accurate. I agree to notify the local authority in writing of any change in circumstance, which could discontinue the entitlement of my child/children to receive a free government, funded school meal. I agree for the local authority to use the information I have provided to process my application for free school meals.

Signature of Parent/Guardian: ..... Date: .....

The London Borough of Lambeth is committed to ensuring that the personal and sensitive information that they hold about you is protected and kept safe and secure. They have appropriate technical and organisational measures in place to prevent the loss, misuse or alteration of your personal information. Their staff are trained to handle confidential information and they are required to complete a refresher course annually to make sure they are working to good practice standards. Most of the personal information you have given will not be shared outside of the Council without your consent, and will only be used to provide the service you have requested or to improve the quality of the services we are providing. However, if there are concerns that a child may be at risk of significant harm, or an adult may be at risk of serious harm, they may need to share your personal information with organisations that they work with. They will only share information in compliance with the law and their multi agency information sharing agreement. You are entitled to request copies of the information that they hold about you at any time under the Data Protection Act. They will periodically review their privacy notice to ensure that it is up to date and reflects their current policy.