



June 2025

Dear Parent / Carer,

Free School Meals and Pupil Premium

Meals at Percy Hedley School cost £2.75 for a two-course meal. We pride ourselves on offering a varied, nutritious menu that changes with the seasons. If you think you might be eligible, we encourage you to apply—you could save over £500 per year on school meals.

If your child is eligible for 'free school meals' and you register them for this, school will also receive extra funding called 'Pupil Premium'.

What is pupil premium funding?

Pupil premium is government funding for each eligible child to enhance educational provision and resources, helping all pupils reach their full potential regardless of background or financial circumstances. Pupil Premium is provided for pupils who:

- Are registered for free school meals
- Have been registered for free school meals at any point in the past 6 years
- Are, or have been, in care
- Have parents in the armed forces

At Percy Hedley School in 2024/25 we were allocated an extra £1,480 for primary pupils and £1,050 for secondary pupils who were eligible and registered for free school meals. This extra money makes a real difference to your child when they are in school.

In 2024/25 we have been able to use pupil premium to help fund various projects such as:

1. **Improving Access to Learning** – We are addressing a wide range of learning barriers, including sensory needs, equipment provision, and personalised curriculum engagement, ensuring all pupils can access learning in ways that work for them.
2. **Supporting Attendance** – We are investing innovative ways to support children to access education where barriers to attendance exist.
3. **Developing Cultural Capital** – We are investing in Computing, Humanities, and the Arts to close learning gaps and enhance pupils' cultural experiences, supporting their broader development and preparation for adulthood.
4. **Capturing and Supporting Pupil Progress** – We are improving how we record progress for pupils following sensory and practical learning pathways, including funding Music Therapy to support our most complex and vulnerable learners.



Is my child eligible for free school meals?

Your child might be eligible if you access:

- Income Support
- Income-based Jobseeker's Allowance (JSA) or Income-related Employment and Support Allowance (ESA)
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (as long as you're not also entitled to Working Tax Credit) if you have an annual gross income of no more than £16,190
- Working Tax Credit run-on - but not if you receive Working Tax Credit
- Universal Credit, if your earned income after tax is £616.67 per month (£7,400 per year) or less

You can also find more information at www.gov.uk/apply-free-school-meals.

Universal infant free school meals

Currently, pupils in reception, year 1 and year 2 are entitled to a free school meal thanks to a different government funding scheme known as universal infant free school meals (UIFSM). You shouldn't confuse UIFSM with free school's meals and the pupil premium.

If your child is in reception, year 1 or year 2 and is eligible for free school meals according to the criteria above, you should still register because we'll receive the extra pupil premium funding.

My household has no recourse to public funds (NRPF). Is my child eligible for free school meals?

Children of households with NRPF may be eligible, this includes:

- Zambrano and Chen carers (non-EEA nationals caring for a British citizen residing in the UK)
- British National (Overseas) passport holders
- Spousal visa, work visa, or student visa holders
- Those with no immigration status
- Families with a right to remain in the UK under Article 8 of the European Convention of Human Rights
- Families receiving support under Section 17 of the Children Act 1989 who are subject to a no recourse to public funds restriction
- Certain failed asylum seekers supported under Section 4 of the Immigration and Asylum Act 1999

The maximum income thresholds for families with NRPF who can work are:

- £22,700 for families outside London with 1 child
- £26,300 for families outside London with 2 or more children

Families with NRPF must also have no more than £16,000 in capital and savings to be eligible for Free School Meals.

NRPF: How to register for free school meals

The process for registering for free school meals is different as we have to check your eligibility in a different way. The application form is below.

Does my child have to eat the free school meals?

No. Pupils who are registered for free school meals don't have to eat them. If you're eligible but you want your child to have packed lunches you should still register because the school will receive the funding which can support your child in other ways.

How do I register?

If your child was eligible for free school meals on 1 April 2018 or since then, they will continue to be eligible until the end of the 2025/26 school year, even if your household no longer meets the income eligibility threshold.

However, from September 2026, the eligibility criteria will be changing.

For households with no recourse to public funds (NRPF), the process for registering for free school meals is different as we have to check your eligibility in a different way. The application form is below.

Checking eligibility for Pupil Premium is really quick and easy. If you are not sure whether you are eligible, it is better to check so that you can be sure, there is nothing to lose! No one will know you have registered for Pupil Premium and it will not affect any other benefits you are claiming.

The information that you supply to register for Pupil Premium will be treated in confidence and will only be used for the purpose of establishing entitlement to Pupil Premium and to contact other sources, as allowed by law, to verify your initial and continuing entitlement.

For more information about how pupil premium is spent in our school, please visit our website: <https://www.percyhedley.org.uk/percy-hedley-school/pupil-premium/>

If you have any questions, need help completing the application form, or have any other specific concerns, please contact Eileen Robinson Family Liaison Officer on 0191 2161811 or by email: e.robinson@percyhedley.org.uk

Best wishes,



Carla Maley
Senior School Business Manager

Application for free school meals

Your Details (the parent or guardian)

First Name	
Surname :	
Previous surname	
Address:	
Date of birth	
Email Address	
Mobile Number	
Your relationship to child	<input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Guardian
Have you applied for free schools meals before?	<input type="checkbox"/> Yes <input type="checkbox"/> No

About your children

Child 1:

First Name:	<input type="text"/>	Surname	<input type="text"/>
Date of birth	<input type="text"/>	Year Group	<input type="text"/>

Child 2:

First Name:	<input type="text"/>	Surname	<input type="text"/>
Date of birth	<input type="text"/>	Year Group	<input type="text"/>

Child 3:

First Name:	<input type="text"/>	Surname	<input type="text"/>
Date of birth	<input type="text"/>	Year Group	<input type="text"/>
	<input type="text"/>		<input type="text"/>

Standard free school meals application continued.....

Tell us how you qualify for free school meals

Your child is eligible for free school meals if they are in Key Stage 1 (Reception, Year 1 or 2) or if you are in receipt of any one of the benefits listed below. Please tick all that apply.

Benefit (Required)

We will need to have sight of this benefit for your application to be processed.

- My child is Key Stage 1
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit *
- Income Support *
- Income-based Jobseeker's Allowance or Employment and Support Allowance *
- 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 *
- Universal Credit, provided you have an annual net earned income not exceeding £7,400 (£616.67 per month) *

** For any families eligible for this benefit, you will also be eligible for school holiday vouchers*

Declaration

I wish to apply for school meals in respect of the named children. I certify the information I have provided and the benefit I am claiming is correct. I will notify school immediately of any change in circumstances. I agree for you to use the information I have provided to process my claim for free school meals and will contact other sources as allowed by law to verify my initial and ongoing entitlement. I understand that the information contained in this form may be passed to a third party if they are involved in the provision of free school meals.

Name

Signature

Date

Please return the completed form along with supporting evidence to the School Office at your earliest convenience



**Application form for free school meals from families with
no recourse to public funds (NRPF)**

Please complete this application form if you are a family with NRPF and would like to apply for free school meals.

To complete this form, applicants should complete all sections. When complete, please ensure the declaration at the end of the application is also signed.

Child's details

Surname of child	
First name(s) of child	
Date of birth of child (dd/mm/yy)	
Nationality of child	
Address of child	

Parent/carer's details

Surname of parent/carer	
First name(s) of parent/carer	
Relationship to child	
Nationality of parent/carer	
Address of parent/carer	

Please tick the immigration category you are applying under:

<input type="checkbox"/> Zambrano	<input type="checkbox"/> Article 8 of the ECHR
<input type="checkbox"/> Section 4 of the Immigration & Asylum Act 1999	<input type="checkbox"/> Chen
<input type="checkbox"/> BN(O) Passport holder	<input type="checkbox"/> Spousal visa holder
<input type="checkbox"/> Work visa holder	<input type="checkbox"/> Student visa holder
<input type="checkbox"/> Other	

If you ticked "other" in the above section, please explain further here:	
Evidence of status provided:	

Evidence of income

To be eligible for free school meals, your families' annual household income must be no higher than the following:

- £22,700 for families outside of London with one child
- £26,300 for families outside of London with two or more children

This includes any wider income or support you may be receiving in addition to any earnings from employment. Where possible, please also provide a document to show this – this could be a bank statement, a pay slip or an employment contract.

Are you employed?	
If you have a partner, are they employed?	
Is your annual household income, including earnings from employment and any wider support you may be receiving, less than the maximum income thresholds listed above?	

Declaration of applicant

I (Name)

of (Address)

Confirm that the information I have provided above is accurate and true.

I agree that the information I have provided can be shared with the Department for Education for the purposes of assessing eligibility for a free school meal.

Parent/Carer/Guardian with legal responsibility for care of the child

Name

Signature

Date

Please return the completed form along with supporting evidence to the School Office at your earliest convenience