



Ready, Respectful, Resilient
Headteacher: Mrs T Price BA (Hons) MA Ed

9th January 2026

Dear Parents and Carers,

Re: Free School Meals & Pupil Premium Funding

I am writing to you with information about extra funding that may be available for your child. We can receive extra funding for your child through Pupil Premium funds from the government. This may be for a range of reasons including the following:-

- Your child is currently entitled to free school meals or has been at some point over the last 6 years.
- You are currently a guardian for a child in your care
- One or more parents is, or has been, in the Armed Forces

Schools can receive up to £1480 per pupil. This extra funding available is to benefit your child. The funding is used to support your child's education in a number of ways including:

- Pastoral staff to support Pupil Premium pupils to ensure the care and attendance of our pupils; attendance is strongly linked to academic progress.
- Funding to help academic progress. This includes the provision of smaller class sizes, extra staffing, academic mentoring and educational equipment.
- Funding to support and enhance the delivery of numeracy and literacy skills of pupil premium pupils.
- Provision of enrichment opportunities.
- Social, emotional well-being support.

The last few years have been very challenging for everyone and in particular our children. Some may have fallen behind not only academically but socially too. We want to ensure we invest as much as possible to ensure they are not disadvantaged in any way. Pupil premium funding will ensure that we can deliver high quality, bespoke support where it is needed most. Families are facing increased financial pressures and any further funding will be beneficial.

We are very aware that not all parents apply for or realise that they are entitled to Free School Meals. This may be because your child does not want school meals, you have been receiving universal free school meals and not had to make a claim or you feel there may be a stigma attached to claiming. Many families have seen their financial circumstances change of the last few months so please check the eligibility criteria on the reverse of this letter and consider completing an application. You do not have to take a free school meal for us to claim the grant. It will not affect any other benefits and your child will not be identified in any way to other pupils. You can apply online at:



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<https://www.staffordshire.gov.uk/Education/Educational-awards-benefits/FreeSchoolMeals/Overview.aspx> Please help us to help your child by allowing us to claim the money that the government has made available to support your child. Every one who makes a claim will be entered into a prize draw and we will be offering free trips at Christmas to those drawn out.

Yours sincerely
Mrs T Price
Headteacher

The current entitlement criteria is -

- Income Support
- Income Based Job Seekers Allowance. Please note the 'new style' job seekers allowance is not a qualifying benefit, as this is based upon payment of National Insurance contributions and not the household income
- Income Related Employment and Support Allowance. Please note the 'new style' employment and support allowance is not a qualifying benefit, as this is based upon payment of National Insurance contributions and not the household income
- eligible for Child Tax Credit **but not** Working Tax Credit and the household income (as used by HMRC to assess tax credits) is not more than £16,190. **Please note:** anyone eligible for Working Tax Credit, or if you have a partner and they receive it, regardless of Income, you will not qualify
- The Guarantee element of State Pension Credit
- Support under part VI of the Immigration and Asylum Act 1999
- In receipt of the 4 week run on of working tax credit (this is where someone becomes unemployed or reduces their hours and so is no longer entitled to working tax credit but will continue to receive it for a further 4 weeks and is entitled to free meals during that time)
- Universal credit (provided you have an annual net earned household income of no more than £7,400 as assessed by earnings from up to three of your most recent assessment periods). Your net earned income is your household income after taxes and deductions and does not include income from Universal Credit or any other benefits you may receive.

Please note we are unable to backdate a claim for entitlement to free school meals to cover unpaid money or refund money paid prior to the start date of a successful application.

Eligibility for families with no recourse to public funds (NRPF) need to complete a [different application form](#) and provide supporting evidence.