

How to apply for Free School Meals 2020/21

Who qualifies for free school meals?

Free school meals are available to pupils in receipt of, or whose parents are in receipt of, one or more of the following benefits:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods, and your monthly average income over three assessment periods should be no more than £616.67)
- 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 four weeks after you stop qualifying for Working Tax Credit

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

Your child might also get free school meals if you get any of these benefits and your child is both:

- younger than the [compulsory age for starting school](#)
- in full-time education

How to apply for free school meals

- The user should visit www.southglos.gov.uk and click on "Apply Online" – **whether you live in Bristol, South Glos, Banes or any other local authority all applications for Free School Meals have to be applied for in this way**
- From the list supplied choose "Free School Meals"
- You will be taken to the Home Page for Free School Meals. If the user does not already have a Citizen Portal account, they will need to click "Register" and follow the on screen instructions. If the user already has a Citizen Portal account (e.g. they have applied for a School Place in the past) the user will need to log in by entering their Email Address or Password as below. If the user has forgotten their password they can click "Forgotten your password?" to be sent a new password
- The user should click on "Free School Meals"
- Scroll down the page to "Apply for free school meals" and follow the instructions given
- The user is told after completing all the information if they are eligible for Free School Meals or not and the claim is assigned an Application Reference. The user should then press Finish to complete the form
- If you are eligible for Free School Meals John Cabot Academy will be notified
-

Any further questions or if you require help with completing the online application please contact either your child's Zone team or Sharon Bracey on 0117 9763000 at John Cabot Academy.