

Dear Parents/Carers,

### **Pupil Premium and Free School Meals – potential additional funding for the school**

I am writing to encourage parents/carers who might qualify for Free School Meals to consider applying to Leeds City Council at [www.leeds.gov.uk/residents/Pages/FreeSchoolMeals.aspx](http://www.leeds.gov.uk/residents/Pages/FreeSchoolMeals.aspx). This also applies to students attending the school who live outside Leeds.

Households in receipt of certain benefits, which I have listed on Page 2 of this letter, are entitled to Free School Meals for their children.

Applying for Free School Meals does not mean your child has to have them: if you prefer to provide a packed lunch from home then that is perfectly fine. It is important, however, that if you do qualify for Free School Meals you make the application, as this releases additional funding to school that could benefit your child for up to six years after you stop claiming. This funding is called Pupil Premium, and it has become increasingly significant to schools (currently £935 per pupil per year) as part of the Government's pledge to help families. Schools use this special funding to raise the attainment of students from low-income backgrounds.

Please be assured that the system we have of recording school lunches is completely discreet and does not identify to other pupils who is in receipt of free school meals and who has a paid meal.

In addition to the above, schools also attract Pupil Premium for the following:

- Looked-after children (LAC) defined in the Children Act 1989 as one who is in the care of, or provided with accommodation by, an English local authority
- Children who have ceased to be looked after by a local authority in England and Wales because of adoption, a special guardianship order, a child arrangements order or a residence order
- Pupils in year groups reception to year 11 recorded as Ever 6 service child or in receipt of a child pension from the Ministry of Defence

In order for schools to receive this additional funding, parents and carers need to provide supporting evidence about their child's circumstances, for example, a copy of the Adoption (Court) Order.



Lighthouse School, Leeds

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[www.lighthouseschool.co.uk](http://www.lighthouseschool.co.uk)

**Benefits which qualify for Free School Meals are:**

- Income Support, or
- income-based Job Seeker's Allowance, or
- income-related Employment and Support Allowance, or
- the guaranteed element of Pension Credit
- Universal Credit, if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)
- support under part V1 of the Immigration and Asylum Act 1999, or
- Child Tax Credit, if you have an annual taxable income (as assessed by H M Revenue and Customs) which does not exceed £16,190

If you require further advice about applying for Free School Meals, or any information about evidence for Pupil Premium, please do not hesitate to contact me or another member of the School Office Team, and we will be happy to assist.

Yours sincerely,

*Katherine Atkinson*

Mrs Katherine Atkinson  
School Business Manager – Lighthouse School



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