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Contact :

Our ref :

Your Ref :

Date : 7 December 2017

Dear Parent/Carer,

Free Meal Entitlement (FME)

The provision of free school meals for families with low income is an important part of the education system in Scotland. You may be aware that recently the Scottish Government have committed to providing direct additional funding to Head Teachers in many schools. The amount awarded is based on the number of pupils receiving FME. To ensure families get the support they are entitled to and that the school receives the maximum funding possible to promote equity we want to encourage all those who are entitled to Free School Meals to apply for and receive them.

Some families do not apply for these meals because they are concerned their children will be seen as 'different' in some way. Stigmatisation of free school meals has been dramatically reduced with the introduction of the online payment system; pupils' lunch accounts are credited electronically so there is no way for other pupils to know if their friend is in receipt of free school meals. The days of conspicuous 'tickets' are long gone!

If there are any reasons or concerns preventing your family from claiming free school meals or you require help to complete the application process please contact your child's guidance teacher or key worker to discuss how we can support with this.

Parents/Carers can claim free school lunches for your children if they are receiving:

- Income Support (IS)
- Income-based Job Seeker's Allowance (JSA)
- Any income related element of Employment and Support Allowance
- Child Tax Credit (CTC), but not Working Tax Credit, and your income is less than £16,105
- Both maximum Child Tax Credit and maximum Working Tax Credit and your income is under £6,420
- Support under Part VI of the Immigration and Asylum Act 1999
- Universal Credit

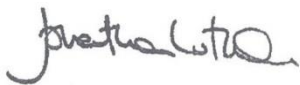
Young people between 16 and 18 years old and receive any of these benefits in their own right can claim free school lunches for themselves.

For more information about benefits that you may be entitled to, please visit Gov.uk.

The attached form can be printed off, completed and sent to Pullar House, handed in to the school office or is available and can be submitted electronically at the following link: <http://www.pkc.gov.uk/freeschoolmeals> and can be emailed to ecsschools@pkc.gov.uk

Please do not hesitate to contact me should you wish to discuss any aspect of this communication.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'J Lothian', written in a cursive style.

J Lothian

Rector

