



Garforth Green Lane Primary School

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January 2009

Dear Parents/Carers

Free School Meal Entitlement

In the current financial climate, we felt it may be of benefit to remind all our parents and carers of the Free School Meal entitlement that their child(ren) may be eligible for. The qualifying criteria are detailed below along with the process for claiming this entitlement.

Qualification Criteria

If you receive any of the following, your child could be entitled to Free School Meals

- Income Support
- Income-based Job Seekers Allowance or Income-Related Employment Support Allowance
- Pensioner Guarantee Credit
- Child Tax Credit (not working Tax Credit) if your annual taxable income as assessed by HM Revenue and Customs is less than £15,595 (Oct 08)
- Asylum Seeker Support from the UK Border Agency

Application Process

If you feel that your child may be eligible for Free School Meals, simply ring Leeds Revenues and Benefits Service on 0113 2224404 or call in at the local One Stop Shop on Main Street in Garforth and they will guide you through the claiming process. This is a fully confidential procedure, only the administration staff in school are advised of this entitlement for our accounting records.

All of the food that is provided at lunch time is cooked and prepared in school and the menus have been designed to provide a balanced, healthy and tasty meal. Our weekly menu is available on the school website and if you have any comments or suggestions, we would like to hear from you.

Please consider carefully if your child could be eligible for Free School Meals as we would like to try and help parents at what could be a difficult time.

Yours sincerely

Mrs T Prince
Headteacher



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