



Application for Clothing Grant/Free Meals/Financial Support for Residential Trips, Music/Sports Fees Session 2018 – 2019

1	Name of Parent/Guardian		
	Title	First Name	Surname
2	Full Address		Postcode
3	List all the children you are applying for		
	Surname	First Name	Date of Birth
4	A	Please tick this box if you receive Income Support or Jobseeker's Allowance . You must provide a copy of your original Letter of Confirmation.	<input type="checkbox"/>
	B	Please tick this box if you receive Working Tax Credit and your yearly income for your household (before tax) for 2017/2018 was less than £15,050 (the figure could change). Please provide a copy of your full 2018/2019 Working Tax Credit award letter with this form.	<input type="checkbox"/>
	C	Please tick this box if you receive Housing Benefit and/or Council Tax Reduction/Rebate . Council Tax discount or exemption does not qualify. You must provide a copy of your original Letter of Confirmation.	<input type="checkbox"/>
	D	Please tick this box if you receive Universal Credit . You must provide a copy of your original Letter of Confirmation.	<input type="checkbox"/>
	E	Please tick this box if you receive Employment and Support Allowance . You must provide a copy of your original Letter of Confirmation.	<input type="checkbox"/>
	F	Please tick this box if you receive Child Tax Credit <u>only</u> and your yearly income for your household (before tax) for 2017/2018 was less than £16,105 (the figure could change). Please provide a copy of your full 2018/2019 Child Tax Credit award letter when you send the form.	<input type="checkbox"/>
	G	Please tick this box if you receive support under part V1 of the Immigration and Asylum Act 1999 . You must provide a copy of your original Letter of Confirmation.	<input type="checkbox"/>
5	Please tick this box if you want the grant paid directly into your Bank/Building Society account or this box if you want paid by cheque . <input type="checkbox"/>		
	If you have selected Bank/Building Society, please give the account details below:		
	Bank or Building Society Account Details		
	Please note: The bank or building society account must be your own account.		
	Account Holder's Name:		
	Name of Bank or Building Society		
	Sort Code (6 digits)		Account Number (8 digits)
6	I wish to apply for a subsidy for:		
	E.g. Instrumental Instruction / Residential School Trip / Sports Fees		

Notes

- Only one clothing grant can be paid per child per school session (August – June). The closing date for Clothing Grant applications is 31st March each year. Applications received after 31 March will not be processed. Please contact the Depute Bursar for more information.
- Pupils eligible for free school meals are given the equivalent of £2.80 per day to spend on a meal. This is credited to their swipe card on a daily basis. The school MUST be informed immediately of any change of circumstances affecting the provision of school meals.
- Parents with children attending school who are over the statutory leaving age of 16 can apply for an Education Maintenance Allowance, forms are available from the school office or Glasgow City Council. Pupils who are eligible to apply for an EMA will not be eligible to a Clothing Grant for the next session beginning in August, however, they may be entitled to Free School Meals.
- Financial Support for Residential Trips/Music/Sports Fees
If you are eligible for Free School Meals and/or a Clothing Grant, the financial assistance given would be 50% of the cost of the fees or trip.
If the household income is more than £15,050 but less than £25,000 the financial assistance given would be 25% of the cost of the fees or residential trip. Please provide evidence of income.
- If you do not have your WTC or CTC award letter please contact the helpline on 0845 300 3900 and ask for a copy.
- Where parents are separated and costs shared, the school may contact you to discuss these arrangements in considering financial assistance offered.

6	Declaration
<p>The information I have provided is true and accurate, and I have not left anything out. I understand that if free school meals are authorised and my current circumstances change, I must tell you. I will provide proof that I currently receive the benefits to allow me to receive free school meals/clothing grant.</p> <p>Signed: _____ Date: _____</p>	

Do I Qualify?

Benefit	Clothing Grant	Free Meals
Income Support or Jobseekers Allowance	✓	✓
Working Tax Credit and the yearly income for your household (before tax) is less then £15,050 but is £6,420 or above for the tax year 2017/18	✓	X
Working Tax Credit and the yearly income for your household (before tax) is less than £6,420 for the tax year 2017/18	✓	✓
Housing Benefit or Council Tax Reduction	✓	X
Child Tax Credit only and the yearly income for your household (before tax) is less than £16,105 for the tax year 2017/18	X	✓
Income-related Employment and Support Allowance	X	✓
Universal Credit	X	✓
Support under part VI of the Immigration and Asylum Act 1999	✓	✓
<p>Note: If you receive Housing Benefit or Council Tax Benefit and either Child Tax Credit only (and your yearly income before tax is less than £16,105), income-related Employment and Support Allowance or Universal Credit, you will be entitled to the clothing grant and free meals.</p>		

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Documentation Checked		Date	
Application Approved		Date	
Parent Notified		Date	
Free Meals Authorised		Date	
Clothing Grant Paid		Date	

Data Protection Act

Information provided by you on this form may be held by Jordanhill School on computer file. Such information is used only to assist in the administration of your application.