

# BOURNE ABBEY CHURCH OF ENGLAND PRIMARY ACADEMY

Executive Headteacher: Mrs S J Moore

Head of School: Mrs S L Buttress

Abbey Road  
Bourne

Tel: 422163

## FREE SCHOOL MEALS - NEW INFORMATION

Dear Parents/Carers,

Lincolnshire County Council has a new process in place for applying for Free School Meals. As from the 4<sup>th</sup> September 2018, all parents/carers must now apply online. The access to the website portal link, is:  
<https://lcc.cloud.servelec-synergy.com/parentportal>

We have attached guidance notes on how to access the portal on the reverse of this letter for you. Please note, if your child is already receiving free school meals you do **not** need to apply again.

Many parents/carers are unaware that entitlement to Free School Meals also brings with it a range of other possible financial support within school including:

- Residential visits
- Day visits
- Fee paying after-school clubs
- Fee paying music tuition
- Support with school uniform

If your child is already in receipt of free school meals and you wish to take advantage of any of the above please contact Mrs Yeats, Senior Administrator, in confidence in the first instance or, alternatively return a visit or club slip FAO Mrs Yeats marked 'Private and Confidential'.

If your child is not already in receipt of Free School meals and you believe that you are in receipt of any of the following:

- [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)
- [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 state [Pension Credit](#)
- [Child Tax Credit](#) (provided you're not also entitled to [Working Tax Credit](#) and have an annual gross income of no more £16,190)
- [Working Tax Credit](#) run-on - paid for four weeks after you stop qualifying for Working Tax Credit

and would like to apply for support in this way, please use the website portal address above and complete the online verification process. Eligibility will mean that your child will not only receive a hot meal, chosen by you from the menu choices available, every day but may also be entitled to other financial support.

If you have any queries please do not hesitate to contact the front office.

Yours sincerely

Mrs S L Buttress  
Head of School