

June 2018

Dear Parents and Carers

Universal Infant Free School Meals

From September 2014 there has been a legal duty for schools to offer all pupils in reception, year 1 & year 2 a free school meal called a Universal Infant Free School Meal. This follows a recommendation in the Governments School Food Plan to increase the number of children eating good food in schools.

Free School Meals

This should not be confused with registering pupils for Free School Meals, that applies if you are from a lower income family and receive benefits. The principle of registering these pupils remains the same and attracts additional school funding called Pupil Premium of £1,300 per registered pupil. As this funding is specifically targeted at the registered pupils to raise their attainment, it is essential you register your child.

See attached leaflet for full details of Pupil Premium and Free School Meals.

How does it work?

1. First, check if you qualify – it is not just if you are unemployed, so please check the attached leaflet
2. Registering is really quick and easy. On the school website www.manorgreenschool.co.uk click on the FOR PARENTS section, then CATERING & FREE SCHOOL MEALS. Then under the Free School Meal Leaflet section, click on the word [here](#). This will take you to an online application form. Once completed your eligibility status will appear on screen within minutes. The school is notified of the outcome directly.

If you do not have access to the internet please ask your child's teacher or contact the Finance Team and they will arrange a manual form for you to complete.

3. If you want your child to have a free, healthy meal at lunchtime that's great, they will receive the free meal (saving you more than £350 per year), extra benefits and the school receives £1,300 extra funding.
4. If you don't want your child to have the school meals, they can continue as normal but as long as you register the school still receives the £1,300 extra which can be used for additional educational help.

Paying for School Meals

If your child is not entitled to Free School Meals, then you can either provide a packed lunch or purchase a school meal for £2.30 per day. To pay for the meal you can either pay by cash or cheque at the school or pay online. If you wish to pay online and have not previously registered, please contact the Finance Team, finance@manorgreenschool.co.uk and they will forward access details.