

My ref: FSM Entitlement  
Your ref:

Date: April 2020

Contact:  
Telephone: 01223 703200  
E Mail: Ewb.fsm@cambridgeshire.gov.uk



**People and Communities**  
Executive Director: Wendi Ogle-Welbourn

Parents / Carers  
Children in Cambridgeshire

**0-19 Place Planning and Organisation**  
Box No: OCT1221  
Octagon  
Shire Hall  
Cambridge  
CB3 0AP

Tel: 01223 703200

Dear Parent / Carer

### Free School Meal Entitlement

We understand that the times we are currently living in are both uncertain and challenging. Alongside this many families are facing changes in their financial circumstances.

If your circumstances have changed, and you believe that you now meet the following criteria, please complete an online application [www.cambridgeshire.gov.uk/freeschoolmeals](http://www.cambridgeshire.gov.uk/freeschoolmeals) to receive an instant response;

- Income Support.
- Income Based Job Seekers Allowance.
- Income-related Employment and Support Allowance.
- Child Tax Credit - but no element of Working Tax Credit - and have an annual income (as assessed by HM Revenue and Customs (HMRC)) that does not exceed £16,190.
- If you are supported under Part VI of the Immigration and Asylum Act 1999.
- Guarantee element of State Pension Credit.
- Working Tax Credit during the four week period immediately after your employment finishes or after you start to work less hours per week.
- Universal Credit with an annual net earned income of no more than £7,400 (as from 1 April 2018).

If you have previously applied or been eligible for free school meals, you need not re-apply, as we will continue to re-check your entitlement each month and will notify you should you become re-eligible.

Whilst schools remain closed they are continuing to support eligible families with provision to help ease the burden during this difficult time. This support may be in the form of packed lunches, food parcels or food vouchers. Once your eligibility has been confirmed, your child's school will inform you of their own specific provision arrangements directly

If you have any queries in relation to free school meals entitlement please contact our Education Welfare Benefits Team on [ewb.fsm@cambridgeshire.gov.uk](mailto:ewb.fsm@cambridgeshire.gov.uk) or telephone them on 01223 703200

Yours sincerely,

A handwritten signature in black ink that reads "Stephanie Miller".

Stephanie Miller  
Policy and Operations Manager, Education Welfare Benefits.