

## PUPIL PREMIUM REGISTRATION FORM

We need information about you and your child, so that we can provide them with the best education and support by making sure that their school receives all the government funding to which it is entitled. Please complete this form and return to your child's school.

### ABOUT YOUR CHILD/CHILDREN

Child's Last Name	Child's First Name	Child's Date of Birth			Name of School

### PARENT/GUARDIAN DETAILS

	Parent/Guardian 1	Parent/Guardian 2
Last name		
First Name		
Date of Birth		
National Insurance Number*		
National Asylum Support Service (NASS) Number*		
Daytime Telephone Number		
Mobile Number		
Address		
	Postcode:	Postcode:

\* Complete as appropriate

### FAMILY INCOME AND BENEFIT DETAILS –

Please place an X in the appropriate box

- Is your total joint family income over £16,190 per year, or
- Are you (or your partner) receiving WORKING Tax Credits, or
- If you are in receipt of Universal Credit, is your total joint family income £7400.00 per year or more (earnings after tax and not including any benefits you get)

Yes  No

If you have ticked yes, you do not need to complete the next section and can go straight to the declaration at the end of the form.

If you ticked no, please place an X in this box if you<sup>1</sup> are in receipt of any of the benefits listed below:

- Child Tax credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- 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 Pension Credit
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (earnings after tax and not including any benefits you get)

Please place an X in the below box if you are not sure whether:

- Your total joint family income is over £16,190 per year, or
- You (or your partner) are receiving WORKING Tax Credits, or
- If you are in receipt of Universal Credit, your total joint family income is £7400.00 per year or more (earnings after tax and not including any benefits you get)

but you would still like us to check whether your child is eligible for free school meals:

#### DECLARATION

The information I have given on this form is complete and accurate. I understand that my personal information is held securely and will be used only for local authority purposes. I agree to the local authority using this information to process my application for Pupil Premium (free school meals) for the duration of their school life attending an LBBDD school including any moves made during this time. I also agree to notify the local authority in writing of any change in my family's financial circumstances as set out in this form.

Signature of parent/guardian: \_\_\_\_\_

Date: \_\_\_\_\_

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<sup>1</sup> This includes those who have parental rights for the child/children named on this form.

## **About this form**

From September 2014 all children who are in reception, year 1 or year 2 in a state-funded school are offered a free healthy school lunch. Children in other school years will also be offered a free school lunch if their parent is receiving any of the welfare benefits listed overleaf.

## **Registering could raise money for your child's school**

Registering for Pupil Premium could raise an extra £1,300 for your child's school, to fund valuable support like extra tuition, additional teaching staff or after school activities.

This additional money is available from central government for every child whose parent is receiving one of the welfare benefits listed in the form. It is therefore important to sign up for free school meals, even if your child is in reception, year 1 or year 2, so that your child's school receives as much funding as possible.

## **How the information in this form will be used**

The information you provide in this form will be used by the council to confirm receipt of one of the listed welfare benefits. Once this is confirmed, this helps to decide how much money your child's school will receive each year.

The information will also be used in relation to children in year 3 or above to decide whether they are eligible for Pupil Premium (free school meals).

You only need to complete this form once and it will last for the duration of your child's time at school within this Local Authority (LB of Barking & Dagenham).

**Thank you for completing this form and helping to make sure your child's school is as well funded as possible.**

We are committed to ensuring that the personal and sensitive information that we hold about you is protected and kept safe and secure, and we have measures in place to prevent the loss, misuse or alteration of your personal information.

We will use the information you provide to assess entitlement to Pupil Premium and Free School Meals. The information may also be shared with other Council departments to offer benefits and services at any point now and in the future.