

Application form for free school meals from families with no recourse to public funds (NRPF)

Please complete this application form if you are a family with NRPF and would like to apply for free school meals.

To complete this form, applicants **must** complete all sections and provide the evidence stated to support this application. **Forms received without the required evidence will be declined.**

When completed, please ensure the declaration at the end of the application is also signed. Further information relating to this extension can be found in the [free school meals guidance for schools and local authorities](#).

Free school meals can only be claimed by children who would normally be attending a Sheffield school, academy or full days at a Sheffield school nursery. Free school meals cannot be claimed for children attending childminders or private nurseries.

1. Child's details

Child's Last Name	Child's First Name	Date of Birth			Nationality	Address

2. Parent/carers' details

Parent / Guardian Details	PARENT/GUARDIAN 1			PARENT/GUARDIAN 2		
Last Name						
First Name						
Date of Birth						
Nationality						
Address						
National Insurance or NASS number if available						
Contact details if further evidence required						



3. Please tick the immigration category you are applying under.

- ☐ Zambrano
- ☐ Article 8 of the ECHR
- ☐ Section 4 of the Immigration & Asylum Act 1999
- ☐ Chen
- ☐ BN(O) Passport holder
- ☐ Spousal visa holder
- ☐ Work visa holder
- ☐ Student visa holder * **See next box**
- ☐ Section 17 AND additional proof of NRPF
- ☐ Other/ No Immigration Status ** **See next box**

*If you ticked Student please explain on what grounds or exemptions you do not have funds to support your family as per your visa –

<https://www.gov.uk/student-visa/money>

**If you ticked “other” in the above section, please explain further here:

3a. Please state what evidence you are attaching to this application for the category you selected in Question 3.

Evidence provided for category in Q.3 (some examples (photocopy/scanned): Residence Card, BN(O) Visa, Student visa, UKVI Share code, Letter from Home Office.

4. Evidence of earnings

To be eligible for free school meals, your families’ annual **household** income must be no higher than the following:

- £22,700 for families with one child
- £26,300 for families with two or more children

In addition to these thresholds, families must hold no more than £16,000 in capital and savings. Your household income includes any support from friends or family you may be receiving in addition to any earnings from employment.

You will need to evidence that your household has less income than the amounts stated above. We will use an average to estimate how much income you will have in a year from what you provide.

Please see the checklist on the next page for types of evidence we may need to see, please provide as much as you can to support your claim



Evidence checklist – examples that should be provided if they apply to your family

- ☐ Bank accounts for parents/guardians linked to this claim (including partner account if applicable). 3 Months statements if available. These must be formal printouts/statements from the bank
(If there are large transactions on your statements, please provide explanation)
- ☐ Savings accounts statements
- ☐ Wage slips
- ☐ Letter from employer, with employer's contact details/signature
- ☐ Certificate of sponsorship letter from your Country's employer/university or Govt

Are you employed?	
If you have a partner, are they employed	
Is your annual household income, including earnings from employment and any wider support you may be receiving, less than the maximum income thresholds listed above?	
Evidence of financials provided: Please list what you are sending in with this form. See list below declaration. It should be evident how you are supporting your family, for example food/rent/housing	

Declaration of applicant

Declaration – please tick each statement as correct before signing.

- ☐ The information I have given on this form is complete and accurate.
- ☐ I have submitted a full picture of my household income, and there are no additional bank/savings accounts for myself/a partner that I have not provided.
- ☐ I understand that my personal information is held securely and agree to the Local Authority using this information to process my application for free school meals.
- ☐ I agree to notify the Local authority in writing if the person claiming for this child/children no longer has responsibility for the child.
- ☐ I understand further details about how the council process my data can be found here <https://www.sheffield.gov.uk/utilities/footer-links/privacy-notice>

Print name

Signature of parent/guardian:

Date:

