



Application for Footwear and Clothing Grant / Free School Meals

Claim Ref:	
Creditors Ref:	

FCG16/17

1. Your Details (Parent or Guardian)	
Title	Mr / Mrs / Miss / Ms (Delete as appropriate)
Name	_____
Address	_____ _____ _____
Postcode	_____ National Insurance Number _____

2. Bank Details (Payment cannot be made to Post Office accounts or by Cheque)									
Name of Bank/Building Society	_____								
Name of Account Holder	_____								
Account Details	Sort Code			-			-		
	Account Number								

How to fill in this form

Please fill in the form using BLACK ink and take it to your nearest Local Office or to Customer First, Port Street, Stirling. Please also take along the award letters we ask for. Please note your Tax Credit letter should be no more than 3 months old and show your expected income for 2016/2017.

3. Will I Qualify?	Clothing Grant	Free Meals
Income Support or Job Seekers Allowance (Income Based), or Employment Support Allowance (Income Related) or Support under part V1 of the Immigrations and Asylum Act 1999, or Universal Credit.	YES	YES
Child Tax Credit, but not Working Tax Credit and your gross annual income is below £16,105 (as assessed on your Tax Credit Award letter from HM Revenues & Customs for 2016/17)	YES	YES
Child Tax credit and Working Tax Credit and your gross annual income is below £16,105 (as assessed on your Tax Credit Award letter from HM Revenues & Customs for 2016/17)	YES	Only if your income is below £6,420
You can apply for Footwear & Clothing Grants up to 31 st December 2016. Only one Footwear and Clothing grant per child is allowed for each school year.		
No grant is paid for young people who are 16 years old by 30 th September 2016. They should apply for an Education Maintenance Allowance, please contact the school office for an application form. If any of the above applies they are due free school meals.		
If your child qualifies for Free School Meals we will tell their Headteacher(s). You can apply for Free School Meals at any time. Meals will be provided from the date the application is approved and cannot be backdated.		
We can't pay a grant for children attending nursery. However, if your child is over 2 years old and attends nursery for an extended day, NOT a half-day session, and any of the above applies they are due free meals.		
If your application is successful, we aim to send you a payment before the new school year starts. If you haven't received your payment by then please phone 01786 233210. We start sending out payments direct to your bank account in July. ** Please note cheques will no longer be issued. **		
Please Turn Over		

4. Children's Details (Please list all the children attending school from primary 1)

Surname	First Name	Date of Birth	School to be Attended from August 2016	For Council Use Only	

Child Benefit Income (please show us your award letter or bank statement)
Please tell us the total amount you receive every week: £ _____

For Council Use Only
Checked by: _____
Date Seen: _____

5. Are you getting Income Support / Income-based Jobseekers Allowance/Employment Support Allowance (Income Related)?

Please fill in the boxes below. If you don't receive Housing benefit or Council Tax Reduction from us you **need** to show us your award letter.

Type of Benefit	Amount every Week	Start Date	End Date	For Council Use Only
				Date Seen: _____

6. Are you getting Child Tax Credit / Working Tax Credit?

Please fill in the details below and show us **all** the pages of your most recent Tax Credit Award letter (this must be dated in the last 3 months and show your expected income for 2016/17).

Gross Annual Income (as stated in Tax Credit Award Form TC602)	Amount of Child Tax Credit	Amount of Working Tax Credit	For Council Use Only
£ _____	£ _____	£ _____	
			Date Seen: _____
			Staple copies of letter to this form

7. Declaration (the council must protect public funds and will match your information against other council records)

I, the parent or guardian of the child(ren) listed above apply for a grant for essential clothing (and Free school meals if applicable). I confirm that the information is correct to the best of my knowledge and I will inform the Council of any change in my financial circumstances. I agree to my information being shared with other public bodies if the law allows this.

Name _____ Signature _____ Date _____
(please print)

Email _____ Telephone Number _____

Please return this completed application form (and proof of statements) to your nearest Local Office, or The Customer First Office (Port Street) or post to Stirling Council, Teith House, Kerse Road, Stirling, FK7 7QA