

APPLICATION FOR FREE SCHOOL MEALS & SCHOOL ESSENTIALS GRANT 2026/2027

To be completed by the parent/legal guardian of the child/children for whom Free School Meals are being claimed.



NEWPORT
CITY COUNCIL
CYNGOR DDINAS
CASNEWYDD

A – Parent / Carer details - ALL Fields MUST be Completed

Surname of Parent/ Carer..... Forename.....Title.....
Address..... Post Code.....
Telephone Number.....Email address
Date of Birth of Parent / Carer
National Insurance No of Parent / Carer..... or NASS No.....

B – Give Details of each child in full-time attendance at school

	Child 1	Child 2	Child 3	Child 4
Full Name:				
Date of Birth:				
Relationship to the child:				
Is the child living with you:				
Name of School: (In September 2026)				
School Year: (In September 2026)				
Are you living in the UK under one of the Ukraine schemes?				
If so, please provide your EVisa share code so that we can verify your immigration status				
Are you or your partner an Asylum Seeker?				
If so, please provide your NASS number				
Do you have No Recourse to Public Funds based upon your Immigration status?				
If so, please provide your EVisa share code so that we can verify your immigration status				
Do you have EU Pre Settled Status but cannot claim any Benefits? (such as Universal Credit)				
If so, please provide evidence of this				
Is this a child Looked After by the Local Authority? If yes, please state Corporate Parent (i.e. the Local Authority)				

****A looked after child refers to a child who is looked after by a Local Authority in Wales, in accordance with section 74 of the Social Services and Well-being (Wales) Act 2014 or England in accordance with Section 22 of the Children Act 1989 at the time the application is submitted. Please note that if an allowance is received for the child, free school meals cannot be claimed.**

DECLARATION

I certify that the information given on this form is correct. **I will notify the Local Authority immediately of any change in my circumstances.** I also give consent to any investigations being made in relation to the information given. I agree to refund to the Local Authority, on demand, any payment due for school meals or School Essentials Grant received outside of entitlement, however arising. If any additional information needs to be obtained in support of my EU Pre Settled Status, I consent to Newport City Council contacting the Department for Working Pensions/Job Centre Plus on my behalf.

Signature:.....

Date:.....

PAYMENT NEEDS TO BE MADE BY BACS DIRECTLY INTO A BANK ACCOUNT. PLEASE PROVIDE BANK DETAILS BELOW IN ORDER FOR THIS PAYMENT TO BE MADE.

Please note that we are unable to accept Post Office accounts

PLEASE ENTER YOUR BANK DETAILS BELOW:

Is this your account YES / NO

If no please state relationship to account holder

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Name of Bank/Building Society

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Bank/Building Society Account Number

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Name(s) of Account Holder(s)

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Branch Sort Code

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I Authorise Newport City Council to make all payments to me via the BACS system

Signature of Account Holder	Date

Please return this form:

By post to Newport City Council, PO Box 60, Newport, NP20 4XN or
Email: freeschoolmeals@newport.gov.uk

Alternatively, you can apply online at www.newport.gov.uk/freeschoolmeals

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg



2026/2027 Free School Meals & School Essentials Grant for Newport Schools - Important Information for Parents / Carers

Universal Primary Free School Meals

All primary aged pupils are entitled to receive Free School Meals.

Families of children attending Primary School do not need to apply for the school meal offer as they will be automatically able to claim this at their school.

However, please note that families on low incomes may be eligible to claim the School Essentials Grant payment and additional funding for their school, please see below.

Free School Meals for Low Income Families

If you are on a low income and meet the eligibility criteria as below, you are advised to make an application for Free School Meals as this could entitle you to a School Essentials Grant payment plus additional funding for your school.

You **MUST** complete all sections on the application form and sign the declaration. Incomplete forms will result in a delay of any Free School Meals or School Essentials Grant payment whilst we contact you to gain the missing information.

Applications can be made online via the Newport City Council website. Paper forms are also available upon request.

ELIGIBILITY – Pupils will be eligible for a Free School Meal and a School Essentials Grant if parents/carers are in receipt of one of the following benefits:

- Income Support or Income Based Jobseekers Allowance
- Income Related Employment Support Allowance
- Guaranteed Element of State Pension Credit
- Support under Part VI of the Immigration and Asylum Act 1999
- Universal Credit, provided the household has an annualised net earned income of no more than £7400.

When you make your claim for Free School Meals, your Local Authority will check your eligibility using the eligibility checking system. This process works by looking at a claimant's earnings for up to three of the most recent assessment periods, starting with the most recent and working back. If we need further information, we will contact you.

Free School Meals – New Provision from 1.09.26

Welsh Government have confirmed the expansion of Free School Meals to all secondary school pupils whose parent or guardian receives Universal Credit, regardless of the level of earnings they receive.

This expansion will start with pupils entering years 7 and 8 from September 2026.

Families with Universal Credit and earnings below the annual net earnings threshold of £7400 will be eligible to claim a Free School Meal and the School Essentials Grant.

Families with Universal Credit and earnings above the annual net earnings threshold of £7400 will be eligible to claim a Free School Meal only for year 7 and 8 pupils.

Renewal claims

If your children are currently entitled to Free School Meals and attending a Newport School, there will be no need for you to submit a further application. We will be able to check your on-going eligibility for Free School Meals and the School Essentials Grant without the need for you to complete a new form (unless we contact you under separate cover). You will be issued notification of your award before the start of the new academic year.

Transitional Protection

Due to changes made by Welsh Government, Transitional Protection ended on 31.12.2023.

Any new Free School Meals awards made from 01.01.24 will not receive Transitional Protection. If your circumstances change, entitlement to Free School Meals will end if you no longer meet the eligibility criteria.

Pupils already in receipt of Free School Meals prior to 01.01.2024 will have their eligibility protected until the child comes to the end of their current phase of education i.e. primary/secondary school.

For any Year 6 pupils moving from Primary to Secondary School in September 2026, Transitional Protection will now end. We will do an eligibility check and if the eligibility criteria is no longer met, entitlement to Free School Meals will cease at the end of the School Year, Year 6.

School Essentials Grant 2026/2027

The grant for the academic year from September 2026 opens from 01st July 2026.

Pupils who are eligible to a Free School Meal based on the eligibility criteria above may also be entitled to a School Essentials Grant if they are entering reception class in primary school, years 1,2,3,4,5,6,7,8,9,10 or 11 or if they are in a special school, special needs resource unit or pupil referral unit and are aged 4,5,6,7,8,9,10,11,12,13,14 or 15.

The funding is also available to all looked after children of compulsory school age.

Pupils with no recourse to public funds entering Reception, Years 1,2,3,4,5,6,7,8,9,10 and 11 in the 2026/2027 school year can also be considered for this funding.

The School Essentials Grant is to provide assistance to families on low incomes for the purchase of:

- School uniform including coats and shoes;
- School sports kit including footwear;
- Uniform for enrichment activities, including but not limited to, scouts; guides; cadets; martial arts; sports; performing arts or dance;
- Equipment e.g. school bags and stationery;
- Specialist equipment where new curriculum activities begin such as design and technology;
- Laptops or tablets; and
- Equipment for out of school hours trips such as outdoor learning e.g. waterproofs.

Please contact your school to find out if equipment is available before purchasing any.

A payment of £125 per pupil will be made for all qualifying school years with the exception of pupils entering Year 7 who will each receive a payment of £200.

Please provide your bank details on your application in order for this payment to be made. Payment has to be paid into a bank account. We are unable to make payments into a Post Office account. Failure to provide this information could result in a delay in issuing this payment to you.

Only one grant payment can be claimed in any one academic year.

PLEASE NOTE THE FOLLOWING:

CHANGES IN YOUR CIRCUMSTANCES - It is **your responsibility** to notify the Free School Meals Team of any changes to financial/family circumstances. This could include a change in:

- Relationship status
- Childcare costs
- Working hours
- Income levels
- the child or young person's circumstances
- whether a parent is leaving Great Britain for more than 4 weeks.

Failure to do so could result in you being charged the full cost of any school meals taken by your Children from the date your circumstances changed. You may also have to pay back any School Essentials Grant payment that you received but were not entitled to due to your failure to disclose important information.

If your children move to a different Newport school during the school year, please contact the Free School Meals Team so that we can amend your award and inform the new school of their entitlement.

You cannot make a claim for children who are accessing a part-time nursery place.

DECIDED NOT TO APPLY?

The Welsh Government gives an extra grant for every child that is entitled to and claims free school meals (based upon the eligibility criteria for lower income families). It can be an extra bonus for your child's school so we would urge you to make a claim.

School meals offer a healthy option with significant nutritional benefits and recent evidence suggests that having a healthy meal at lunchtime can assist in improving a child's performance and concentration during the day.

For any queries regarding Free School Meals or the School Essentials Grant, contact:

- telephone number (01633) 987753 or
- email: freeschoolmeals@newport.gov.uk

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg