

Free School Meals/BACS updates

Payment	Paid to Bank Accounts	Notes
October 2020 Holiday Week	Thurs 10 th December	Covers Mon 19 th October 2020 to Mon 26 th October 2020 – 6 days £12.60 per Primary pupil £13.80 per Secondary pupil P4 –S6 & P1-P3 eligible for Free School Meals
Christmas Holidays	Tues 22 nd December	P1 – P3 eligible for Free School Meals Covers Wed 23 rd December 2020 to Tues 5 th January 2021 – 10 days £21.00 per pupil
4 Weekly Payment	Thurs 17 th December	P4 – S6 Mon 21 st December 2020 – Fri 15 th January 2021 £42.00 per Primary pupil £46.00 per Secondary pupil
Scottish Government COVID Hardship Payment to low income families - £100	Fri 18 th December	£100 per pupil

Christmas Lunch

- P1-3 Primary School lunch will take place on 15.12.20 and Nursery lunch 17.12.20. Festive shortbread will be given to whole school on 15.12.20. A Christmas order form and menu will be forwarded to you by your school. Please continue to use current order form up to end of term for all other dates.

Term 2 - Wednesday 6 January 2021 until further notice

- All P1-3 children will continue to be provided with a free packed lunch from our school meals service. In response to parental feedback, children will also be offered a hot pot option choice as part of the winter menu. Your child's school will provide you with a revised order form.
- For all other children and young people from P4-S6 who are entitled to free school meals, BACS payments will continue as current 4 week payment cycle.

If you have not already done so please consider applying for free school meals and school clothing grant, details below. Alternatively, contact your child's school if you have any further questions or concerns about the provision of school lunches/school clothing grant or if your financial circumstances have changed and you need additional advice and support. If you are in extreme financial hardship you may want to apply to the Scottish Welfare Fund using link below;

https://www.midlothian.gov.uk/downloads/download/18/the_scottish_welfare_fund_application_forms

New applications

If your financial circumstances have changed, you can apply for free school meals and a clothing grant if you receive:

- Universal Credit (where your monthly earned income is not more than £610)
- Income Support
- Income based Job Seeker's Allowance
- Income based Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999

Your child is also entitled to free school lunches and a clothing grant if you receive:

- Child Tax Credit, but **not** Working Tax Credit, **and** your annual income is less than £16,105
- Both maximum Child Tax Credit **and** maximum Working Tax Credit, **and** your annual income is less than £6,900

How to apply

To apply, download and complete the application form below then email it with any supporting documents to fsmawards@midlothian.gov.uk. There is a single application form for both benefits. You need only apply once per year. Supporting evidence will be needed at the time of applying. We cannot process applications until we receive this.

Please follow this advice to reduce the risks of sending personal information by email:

- Do not use a shared device to send your email.
- Do not use an unsecured or public WiFi network to send your email.
- Before sending, double check the email address you are sending to is fsmawards@midlothian.gov.uk
- After sending, delete your personal documents from your sent email.
- [Free school meals and clothing application form \(Word version\)](#)
- [Free school meals and clothing application form \(PDF version\)](#)

Advice for mobile/tablet device users

Please use either [Microsoft Word](#) or [Adobe Acrobat Reader](#) (both free to download from your app store) to open up the form which should allow you to complete and save the application ready to email. Email the completed form and any supporting documents to fsmawards@midlothian.gov.uk

What happens next?

We aim to process all applications within 28 days, although this may vary in busy periods. Free school meals will be awarded immediately, and clothing grants will normally be awarded within 28 days from receipt of application. Regular payments will be made up to 31 March 2021.