

## Application for School Uniform Grant

### Important Notice:

School uniform grants may be paid to parents/guardians whose children are eligible for free school meals every 2 years.

For further information, please read the guidance notes overleaf.

If this claim is eligible for payment a bank transfer will be issued for up to £55 to the person named below. Please ensure that your details are written clearly.

### Claimant's Details

Mr Mrs Miss Ms	
Surname	
Forename	
Phone No	
Relationship to child	
Address	
Post Code	

Do you have a bank/building society account: Yes / No

Bank Account Name: \_\_\_\_\_

Account Number: \_\_\_\_\_

Sort Code: \_\_\_\_\_

Have you claimed for a school uniform grant before: Yes / No

### Child's Details

<b>First name and surname</b>	
<b>Date of Birth</b>	
<b>Year group</b>	

**Declaration by Claimant:** I certify that the information and evidence provided on, or with, this form is correct. I agree that the School may make further checks to validate this claim. Any money received will be spent on school uniform for the child/ren named here and receipts will be given to the school office within 6 weeks of receipt of the payment.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Cont'd...

**The form must be validated by the child's school before it is passed for payment.**

To have the form validated to confirm your eligibility, please take this form and your confirmation of receipt of benefits (listed in the guidance notes below), to the school office.

I certify that the claimant named overleaf is entitled to the School Uniform Grant for the child/ren named, and I confirm that I have seen recent documentary evidence of this entitlement.

Proof of Benefit seen by Date	
Print name Job Title	

**Guidance Notes:**

1) School uniform grants (and free school meals) are only available to children whose parents/guardians receive one or more of the following support payments:

- Income Support (IS);
- Income Based Job Seekers Allowance (IBJSA);
- An income related Employment and Support Allowance (ESA ir);
- Support under Part VI of the Immigration and Asylum Act 1999; or
- Child Tax Credit, provided parents are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by HMRC. *(Where a parent is entitled to Working Tax Credit during the four-week period immediately after their employment ceases, or after they start to work less than 16 hours per week, their children are entitled to free school meals).*
- Guarantee element of State Pension Credit.
- Universal Credit: this is as long as your household income is less than £7,400 a year (after tax and not including any benefits you get)

2) No other category of support payment or combination of Tax Credits qualifies for school uniform grant.

3) Only one payment can be made per pupil every 2 years.

4) Payment will be via the bank account to the person named as claimant overleaf.

5) Evidence of receipt of benefit as shown in note 1 will be required before the claim can be paid. HMRC's Tax Credit Award Notice (TC602) is the required documentation for parents to claim under the Tax Credit criteria.

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**OFFICE USE ONLY**

**NAME OF CHILD:**

**TOTAL GRANT PAID:**

**RECEIPTS RECEIVED:**