



ACTON HIGH SCHOOL & CENTRE FOR MEDIA ARTS

9th January 2012

Dear Parent/Carer,

In January our school budget is set on the number of students we have on roll. We also receive additional income for students who are eligible for free school meals. Therefore, not only is it very important for many families that they do not miss out on their entitlement to free school meals, but it is also very important for the school to make sure that all students entitled to free school meals are registered. Even if you do not wish to claim a free school meal for your child, it is extremely helpful for the school if you register as being entitled to do so: for example, last year unallocated funds from the free school meals budget were used to pay for the school's breakfast club, and so helped many students get a healthy start to their school day. We currently have 39.4% of our students on the free school meals register, but believe that there may be many students who qualify but have not yet been included on the register.

You are entitled to register for free school meals if you are receiving one of the following:

Income Support (IS)

Income-based **Jobseekers Allowance (IBJSA)**

Income-related **Employment and Support Allowance**

Support under **part VI of the Immigration and Asylum Act 1999**

Child Tax Credit, provided you are not entitled to Working Tax Credit and have an annual income that does not exceed **£16,190**

If you think you might be eligible, why not come along to one of our “**Claim Your Free School Meals Surgeries**” which will take place on **Wednesday 11th January** between **3.30pm and 6.00pm**, and **Thursday 12th January** between **3.00pm and 6.00pm**. You will need to bring documentation proving **one of the criteria listed above** applies to you, and a copy of your **child/children's birth certificate**. We have a prize draw for £100 of John Lewis vouchers for everyone who successfully completes a form before **Friday 13th January 2012**. If you cannot attend one of the clinics, but wish to complete a form, please contact the school reception.

Yours faithfully,

Dr Andrew Sievewright PhD
Headteacher