

## Temporary Extension of Free School Meals to NRPF Groups – Summary Guidance (23 April 2020)

With immediate effect, eligibility for free school meals has temporarily been extended to include some children of groups who have no recourse to public funds (NRPF). This extension of eligibility will end when schools have reopened to all children.

Detailed government guidance is available [here](#). Schools are asked to regularly refer back to this guidance as it may be updated at short notice.

In summary, parents / carers can now also apply for FSM under the following NRPF Categories:

Category	Financial Requirement	Suggested Evidence
<b>A Zambrano carer</b> – the parent / carer is a resident of a non EEA (European Economic Area) state, but are required to care for a child in the UK who is a British citizen	Zambrano carers are able to work, and as such are subject to a maximum annual household earnings threshold of £7,400 to be eligible to receive free school meals	Many, but not all, will hold a derivative residence card issued by the home office. NB: this is not a mandatory requirement & not being in receipt of this card does <b>not</b> necessarily mean that the carer does not hold this status
<b>Carers with leave to remain under Article 8 of the European Convention on Human Rights</b>	Carers with leave to remain under article 8 are able to work, and as such are subject to a maximum annual household earnings threshold of £7,400 in order for their child to be eligible to receive free school meals.	Carers who have leave to remain under article 8 will be able to provide a letter from the Home Office granting them leave to remain in the UK and/or a biometric residence card
<b>Section 4 of the Immigration and Asylum Act 1999</b>	People receiving Section 4 support are not able to work, and as such there is no requirement to confirm earnings	Carers who are receiving Section 4 support will be able to provide a letter from the Home Office or local authority confirming Section 4 support and/or an ASPEN card
<b>Section 17 of the Children Act 1989</b> - children of families receiving support <b>who are also</b> subject to a no recourse to public funds restriction	Some families receiving Section 17 support are able to work, and as such are subject to a maximum annual household earnings threshold of £7,400 to be eligible to receive free school meals	A child in need pack from the local authority listing the support provided to the family. This should be dated within the last 6 months to verify that this support is being received

### Assessing Eligibility

In all cases, it is recommended that parents / carers complete a form self certifying their status and, apart from under section 4 of the Immigration & Asylum Act 1999, household income.

Schools are asked to use this form and supporting information to confirm eligibility.

Families may choose to provide supporting documentation electronically if they are happy and able to do so. Where it is difficult for a family to provide required evidence, school may

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choose to use their discretion, applying flexibility when asking for supporting documentation (especially they are familiar with the circumstances of the children under their care).

Please note that whilst it is not required to retain copies of evidence provided, schools should keep a record of the children in the NRPF categories that are provided with free school meals and the category they fall under. Schools should also advise applicants of their individual data protection regulations and processes.

### **Application form**

Schools may wish to create their own application forms to assess eligibility.

The government have developed a [sample application form](#) which you may wish to use. Alternatively, HLT have amended the government form to create a more local version which you may choose to use. See pages 3-5 below.

Whilst the application forms have been developed for parent / carers to complete themselves, it is acknowledged that some parents may require additional support to do this. Where this is the case, we ask that schools provide assistance with completion where this is required.

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**Application form for temporary free school meals from families with no recourse to public funds (NRPF)**

You may be eligible for support with free school meals for a temporary period as a result of the coronavirus (COVID-19) outbreak. Please complete this form if you are in one of the following categories:

- A Zambrano carer
- Have the right to remain in the UK under Article 8 of the ECHR
- Receiving support under Section 4 of the Immigration and Asylum Act 1999
- Receiving support under Section 17 of the Children Act 1989 AND are subject to a NRPF condition

Apart from those receiving support under Section 4 of the Immigration and Asylum Act 1999, you must also be earning less than £7,400 per year after tax.

Further information relating to this temporary extension in the guidance on [providing free school meals during the coronavirus outbreak](#).

**Please complete all relevant sections below:**

Section 1: Child's Details	
Child's Surname	
Child's first name(s)	
Child's Date of birth	
Child's Nationality	
Child's Address	

Section 2: Parent/carer's details	
Parent / Carer's Surname	
Parent / Carer's first name(s)	
Relationship to Child	
Parent / Carer's Nationality	
Parent / Carer's Address	

**Section 3: What NRPF category are you applying under (please tick one only)**

<b>Zambrano</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Go to section 4</i>
<b>Article 8 ECHR</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Go to section 5</i>
<b>Section 4 Immigration &amp; Asylum</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Go to section 6</i>
<b>Section 17 Children Act 1989</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	<i>Go to section 7</i>

**Section 4: To be completed by Zambrano parent / carers only**

Do you have a derivative residents card? Yes ☐ No ☐  
**If yes**, please attach a copy or a photograph

**If no**, please answer the following questions:

I confirm that I (the carer/parent) am not a British citizen Yes ☐ No ☐

I confirm that the child is a British citizen Yes ☐ No ☐

I confirm that I (the carer/parent) am a direct relative or legal guardian of the child Yes ☐ No ☐

I confirm that I (the carer/parent) have primary responsibility for the child Yes ☐ No ☐

I confirm that there are no other people in my family in the UK who could look after the child Yes ☐ No ☐

***Now complete sections 8 and 9***

**Section 5: To be completed by parent / carers with leave to remain in the UK under article 8 of the ECHR**

Please provide evidence of your leave to remain under article 8. This could be a letter from the Home Office granting you leave to remain, or a biometric residence card

Evidence attached Yes ☐ No ☐

***Now complete sections 8 and 9***

**Section 6: To be completed by parent / carers who receive support under section 4 of the Immigration and Asylum Act 1999**

Please provide evidence of support you receive under section 4 of the Immigration & Asylum Act 1999. This could include a letter from the Home Office or Local Authority confirming Section 4 support (dated within the last six months)

Evidence attached Yes ☐ No ☐

***Now complete section 9***

**Section 7: To be completed by parent / carers who receive support under section 17 of the Children Act 1989**

Please provide evidence of the support you receive. This could be a Child in Need letter from the Local Authority (dated within the last six months)

Evidence attached Yes ☐ No ☐

***Now complete sections 8 and 9***

### Section 8: Evidence of earnings

To be eligible for free school meals, you must also show that you are earning less than £7,400 per year (approximately £616 per month).

Are you employed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you have a partner, are they employed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you are employed, are your annual net earnings less than £7,400 per year?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Where possible, please also provide a document to show this – this could be a bank statement, a pay slip or an employment contract		

### Section 9: Declaration (To be signed by Parent/Carer/Guardian with legal responsibility for care of the child)

I (Name) .....	
of (Address) .....	
.....	
confirm that the information provided above is accurate and true	
I agree that the information I have provided can be shared with the local authority, the Department for Education and other government departments for the purposes of assessing eligibility for a free school meal	
<b>Signed</b>	
<b>Print Name</b>	<b>Date</b>