



RESPECT
BELIEVE
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Cardinal Heenan Catholic High School

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Ms K. Smyth Headteacher

KS/LL

4th November 2025

Dear Parents and Carers

Free School Meal Applications

We are writing to encourage all parents and carers to complete the **Free School Meal Application Form**. Even if your child is not currently eligible, completing the form ensures that they can receive free school meals in the future if your circumstances change.

How to Apply

This secure online system allows the you and the school to check your eligibility automatically. To submit an application please follow the instructions below;

Information You Will Need

- Your **full name** and **date of birth**
- **Contact details** (phone and/or email)
- **National Insurance Number** or **National Asylum Seekers Number**
- Your **child's name** and **date of birth**
- The **name of the school** your child currently attends.

Eligibility Criteria

Your child may be eligible for free school meals if you receive one of the following:

- Universal Credit (annual net earned income of no more than £7,400)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit
- Child Tax Credit (as long as you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on (paid for four weeks after you stop qualifying for Working Tax Credit)

What You Need to Do

1. Go to <https://apply.cloudforedu.org.uk/ofsm/sims/apply>
2. Complete the online application form
3. Submit your application



What Happens Next

You will receive confirmation if your child is eligible for free school meals. You should make a note of the application reference number and the school will be notified automatically of the outcome. A free school meal can then be provided for your child if they are eligible.

If you have any questions or need support with the application, please contact us at admin@cardinal-heenan.org.uk

Yours sincerely

A handwritten signature in black ink that reads "K Smyth". The letters are cursive and fluid.

Ms K Smyth
Headteacher