

Free School Meals Autumn Term Update

Information on Bradford Schools Online

We are now into our second year on Bradford Schools Online and we hope you are finding it helpful to be able to view your school's Free School Meal entitlement information electronically. Make sure you are checking your school's information each week and phoning us on 01274 434477 or emailing us at educationbenefits@bradford.gov.uk, should you have any queries.

Please remember if a pupil is not showing on your BSO list then they should not be receiving a Free School Meal.

If you think a pupil should be getting a Free School Meal please contact the parent and ask them to apply. It might be a good idea to add a link to our online form on your school's website: http://www.bradford.gov.uk/bmdc/advice_benefits_and_council_tax/benefits/free_school_meals

POINTS TO NOTE

CTFs

Information on CTFs is often not up to date and shouldn't be used to give a pupil a meal at their new school. Only add a child to your system if they are showing on your BSO list

Leavers/Movers

Please remember that we are not informed of this automatically, Therefore if a pupil has left/moved school then either the parent or the school need to notify us as soon as possible.

Nursery Children

If any of your pupils are being educated before and after lunch on any given day and the parent thinks they qualify for FSM, you should ask them to submit an application to us

Other Important Information

- **TERMLY REVIEW** — We have almost completed our termly review, keep checking your lists weekly as many children's entitlement may have ended.
- **CENSUS** — If you have any queries please make sure you get them to us before 15th January 2016.