



**Pupil Support
Benefits**
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Dear Parent/Guardian

How to apply for Free School Meals

To apply for Free School Meals please go to www.lewisham.gov.uk/freeschoolmeals

To apply you need to create an account and submit an online application.

To create an account please add the following information:

- Your full name as registered with HMRC
- Your full address as registered with HMRC
- Your email address

Once you are registered an e-mail notification will be sent requesting you to verify your account and click on the link to access the online application.

To complete the online form please have the following information to hand and add the following details:

- Your National Insurance number (NINO) in full as registered with HMRC
- Your date of birth in full as registered with HMRC
- Your contact details in full preferably your e-mail address and telephone

Please add all of your children who are of school age and add the following details for each child:

- Your child's full name as shown on their birth certificate
- Your child's full address
- Your child's date of birth in full
- The name of the school they are attending and the date they started

Once your application has been submitted and processed a letter will be sent to you advising you of the outcome of the application.