

# Clothing Grant / Free School Meals 18/19

## Frequently Asked Questions

### What are the qualifying criteria?

A parent will qualify for FSM and CG if they meet any of the following conditions;

- ▶ Income support
- ▶ Income-based Job Seeker's Allowance (JSA)
- ▶ Any income related element of Employment and Support Allowance
- ▶ Child Tax Credit (CTC), **but not** Working Tax Credit, and your income is less than £16,105
- ▶ Both maximum Child Tax Credit and maximum Working Tax Credit and your income is under £6,420
- ▶ Support under Part VI of the Immigration and Asylum Act 1999
- ▶ Universal Credit where take home pay is less than £610 per month

**What is the Clothing Grant Rate?** - £100.00 for primary and secondary children

**How will clothing grants be paid?** – The payment will be paid direct into your nominated bank account. The payment will show in the bank statement as 'CEC-EXPEN1'. Payments will be issued weekly on a Thursday and will take between 3-5 days to reach your bank account.

**My child is in P1 - P3 and therefore gets the universal free school meal therefore why should I apply?** – You should make an application so that your child receives free school milk and the clothing grant.

**My child has received a clothing grant but has changed school or the uniform needs replacing can I get another Clothing Grant?** – No, only one clothing grant can be paid for each child per year.

**Will FSM/CG be automatically awarded if a parent received a FSM/CG from a different Council and have now moved into the area?** No - you will need to make an application to City of Edinburgh Council.

**Where can I apply for FSM/CG?** Instructions are on website;  
[www.edinburgh.gov.uk/schoolgrants](http://www.edinburgh.gov.uk/schoolgrants)

**Will the school be told that a child has been awarded a free school meal?** Yes, the school system (SEEMiS) will be updated to show that your child has been assessed as eligible for a free school meal. Please be aware that during June when we deal with the bulk loading it is possible we have not had chance to process and we recommend you allow us opportunity to process before contacting us. Updates will be posted on the website.

**Will I get my FSM / CG automatically renewed?** All of the following conditions must be met to get automatic renewal;

- You were awarded a Clothing Grant / Free School Meal for the 17/18 school year by City of Edinburgh Council, **and**;
- You are in receipt of Housing Benefit and /or Council Tax Reduction, **and**;
- You are in receipt any of the following;
  - Income Support
  - Job Seekers Allowance (Income Based)
  - Any income related element of Employment Support Allowance

The processing team will be carrying out a bulk processing of awards which will start the middle of June. We recommend you delay contacting us until mid July to check position if you have not received notification of award. Updates will be posted on the website. If you do not meet the criteria above you should apply now.

**Will FSM /CG be automatically awarded if a parent does not receive Housing Benefits or Council Tax reduction?** No, an application must be made.

**Will FSM / CG be automatically awarded if a parent did not receive a FSM or CG in the 17/18 school year?** No, an application must be made.

**Will the FSM/CG be automatically renewed if the parent received a FSM or CG in the 17/18 school year and is in receipt of one / both of Housing Benefits / Council Tax Reduction and think they qualify through being in receipt of tax credits?** Tests show that only a small amount of eligibilities have been confirmed automatically. To avoid confusion please supply a copy of your Tax Credit Award Notice for the period **06/04/18 to 05/04/19**. If you need a copy of your award notice please contact HMRC on 0345 300 3900.

**I receive Support under Part VI of the Immigration and Asylum Act 1999 can the FSM/CG be awarded automatically?** If you have been awarded a FSM/CG for 17/18 school year we cannot make an automatic renewal. However it is not necessary for you to complete a new application form. You will need to complete a statement confirming that they would like to claim along with a letter from the Home Office that confirms you are currently receiving the support.

**Will the FSM/CG be automatically renewed if I am in receipt of Universal Credits?** If you were awarded FSM/CG for 17/18 school year we cannot make an automatic award. You will need to make a statement confirming that you want to claim and supply a copy of their latest award notice for 2018/19. If you do not have this they can request a copy of your award notice from the DWP on 0345 600 0723 or by accessing your account online.

**My child is starting primary one in August 2018 will they receive an automatic award?** No, an application form must be completed for all Primary 1's. This will include where we have been able to make the automatic award to older siblings.

**My child is moving from primary to secondary school, can an automatic renewal be made?** Yes, we have been taking steps to track the children who are changing schools and have updated our records using a snapshot of the records at 20/05/18. If your child changes school please notify the change to us.

**My child has finished compulsory education but is staying on in school can an automatic award be made?** A child born on 30/09/02 or earlier will have reached the end of compulsory schooling. Before an award is made we will need a statement confirming that they will remain in further education in the 18/19 year. Name of the school the young person is attending will need to be confirmed.

**I am over 16 years of age and receive benefits in my own right but remain in further education, can I apply?** Pupils between the ages of 16-18 in further education within City of Edinburgh Council School can apply for FSM/CG. You would need to make an application.

**My child attends an independent school or a College of further education can I apply to City of Edinburgh Council for FSM/ CG?** No.

**I have a question about menu's, school uniforms policy, parent pay etc. Can the Transaction Team deal with these enquiries?** No, the Transaction team are limited to making the award of FSM/CG. If you have any concerns regarding school uniform policy, catering arrangements or parent pay you must contact your child's School direct.