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Headteacher: Mrs V Woods

Dear Parents and Carers,

Every year we are required to take a census of the number of children and staff in school and to report certain statistics. This information is applied to the funding formulae to assess the budget allocated to school for the coming financial year. This year the Government is increasing the 'Pupil Premiums' available as additional funding of between £250 and £600 per pupil. **The funding is provided to school for every child eligible for free school meals or who has a least one parent currently serving in Her Majesty's forces.** This money can then be used to further enhance opportunities across the school for all pupils. Given the constraints on additional finance, schools need to make sure that they are claiming all the funding possible in order to maximise their offer to their pupils.

I am therefore asking **ANY** family who thinks they may be eligible to claim free school meals (FSM) to ask Mrs Durham for the appropriate form to complete and show eligibility. We can then include this figure in our census. Please note, even if you do not claim now but **HAVE** been eligible at any point in the **LAST 6 YEARS**, we are still entitled to register the status, (this is a change of policy for this year). Similarly, if you are a **Service family**, please let us know.

The census date is this **Thursday, 19<sup>th</sup> January**, so please can I urge your earliest response. All information about family circumstance will of course be kept strictly confidential. You can see further information about eligibility for FSM at <http://www.oxfordshire.gov.uk/cms/content/school-meals> .

Finally, you are not required to take up the free meal if you are eligible, it is the statistical data that is important, your child can carry on with their current lunchtime arrangements.

Thank you for your time considering this matter.

Yours sincerely

Victoria Woods  
Headteacher