



September 2021

Dear Parent/Carer

### Free School Meals

Please be aware that if your child is currently eligible at their primary school/previous school or you believe they may now be eligible for Free School Meals, you will need to make a new application for Free School Meals before they start at Hylands. This is because our Free School Meal system is not connected to Essex County Council.

Applying for Free School Meals at Hylands is done through an online application form, accessed using the website below:

<https://pps.lgfl.org.uk/>

When applying you will need create an account and give the details listed, First Name, Last Name, Date of Birth, and National Insurance Number. If you are eligible, you will find out instantly and there will be a link to a certificate to confirm your eligibility. This will need to be printed and sent to the main office to be linked to your child's account.

If you do not have access to a computer or the internet please complete the section below and return to the main office and we can run the check for you.

Our aim is to ensure that all Free School Meals are active for students on their first day of starting at Hylands, but we can only do this if we have the information in advance as it can take up to 3 days to activate on the system. ***If your child starts before their Free School Meal application has been processed, please send your child in with a packed lunch.***

Yours faithfully

Miss K Butt  
Office Supervisor

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Please return the completed slip to the main office at Hylands School.

Student's Name: \_\_\_\_\_

### Parent's Details

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

NI Number: \_\_\_\_\_

### Hylands School

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'The Kemnal Academies Trust is a charitable company limited by guarantee registered in England and Wales under company number 7348231. Its registered address is The Atkins Centre, Kemnal Technology College, Sevenoaks Way, Sidcup, Kent DA14 5AA. Hylands School is a business name used by The Kemnal Academies Trust.'

