

## Free School Meals & Uniform Allowance

**If you receive ANY of these benefits you will need a Proof of Benefit Letter to apply**

**FREE SCHOOL MEALS AND UNIFORM ALLOWANCE**

- ✓ Income Support
- ✓ Income Related Employment and Support Allowance
- ✓ Income Based Jobseeker's Allowance
- ✓ Guarantee Element of State Pension Credit

For info visit:  
[www.eani.org.uk/fsm](http://www.eani.org.uk/fsm)

**eaconnect** 



**Free School Meals & Uniform Allowance 2024-2025**

**Applications open 18 June 2024**

- 1 Check eligibility
- 2 Apply via EA Connect
- 3 Apply before 26 July to have support in place for 1 September 2024

[www.eani.org.uk/fsm](http://www.eani.org.uk/fsm)

**eaconnect** 



If you are in receipt of one of the following, you will need to upload a Proof of Benefit letter when applying for Free School Meals and Uniform Allowance for the 2024/25 academic year:

- Income Support
- Income Based Jobseeker's Allowance
- Income Related Employment and Support Allowance
- Guarantee Element of State Pension Credit

To be ready for when applications open on the EA Connect portal on 18 June, you can request a Proof of Benefit letter now, by [clicking here](#). It will take at least five days to be sent to you.

If you receive Tax Credits or Universal Credit, you do not need the Proof of Benefit Letter. However, you will still need to upload evidence of these benefits when you apply.

You will also find details on eligibility and the supporting documentation you will need to upload when making your application. More information on eligibility and supporting documentation can be found at [www.eani.org.uk/fsm](http://www.eani.org.uk/fsm)

Please note, as well as new applicants, parents/guardians of children who are already in receipt of Free School Meals and Uniform Allowance will need to apply again for the 2024/25 school year.

If you don't already have an EA Connect account, you will need to set one up. This is quick and easy to do, and there is lots of helpful information available on [www.eani.org.uk/fsm](http://www.eani.org.uk/fsm) to show you how.

Children with a statement of special educational needs and who need a special diet may be entitled to Free School Meals support.

You can get further information by emailing [mealsanduniform@eani.org.uk](mailto:mealsanduniform@eani.org.uk)

The EA's helpdesk can also be contacted on 028 9041 8044, Monday to Friday, from 9am to 4pm.

Applying for **Free School Meals & Uniform Allowance**

If you require help...  
[www.eani.org.uk/fsm](http://www.eani.org.uk/fsm)  
 028 9041 8044  
[mealsanduniform@eani.org.uk](mailto:mealsanduniform@eani.org.uk)

**1. Are you eligible?**  
 You must be:  
 • in receipt of a qualifying benefit  
 OR  
 • be an Asylum Seeker supported by the Home Office Asylum Support Assessment Team (ASAT).

**Qualifying Benefits:**  
 • Income Support;  
 • Income Based Jobseeker's Allowance;  
 • Income Related Employment and Support Allowance;  
 • Guarantee Element of State Pension Credit;  
 • Child Tax Credit or Working Tax Credit with an annual taxable household income of £16,190 or less;  
 • Universal credit and have net household earnings not exceeding £5,000 per year.

**2. What documentation do you need?**  
 You will be asked to upload proof that you are receiving a qualifying benefit:  
 • Tax Credits Award Notice  
 • Universal Credit Payments breakdown or  
 • Proof of Benefit letter (if you are in receipt of Income Support, Income Based Jobseeker's Allowance, Income Related Employment and Support Allowance or the Guarantee Element of State Pension Credit).

**3. What else do you need?**  
 • National Insurance Number  
 • Children's names  
 • Dates of Birth  
 • Schools they will be attending  
 • Address  
 • E-mail and telephone number  
 • Bank or building society account and sort code details.

**4. Where do you apply?**  
 Apply for Free School Meals and Uniform Allowance for the new school year beginning September, through the Education Authority's online portal, EA Connect. If you haven't already registered an EA Connect account, it's quick and easy to do. Information can be found on the EA website.

**5. What happens next?**  
 We aim to process applications within 4 weeks. However, in the busy period of June to September, this can take up to 5 weeks. Please do not contact EA for an update on your application within the 5 weeks of submitting your application. If you have provided incorrect or insufficient supporting documentation, you will receive a tailored email advising you to resubmit your application with details of the correct documentation you need to provide.  
 You will receive an email from EA once your application has been approved and processed.

**ea**  
**eacconnect**

For more information, including FAQs, visit: [www.eani.org.uk/fsm](http://www.eani.org.uk/fsm)

**FREE SCHOOL MEALS & UNIFORM ALLOWANCE**

**eaconnect**

**How do I apply?**

- 1 Log on to/register with EA Connect**
- 2 Check your eligibility on EA Connect**
- 3 Add each child you wish to claim for**
- 4 Start your application**
- 5 Upload supporting documentation**
- 6 Confirm all info is correct and submit your application**

For more info visit  
[www.eani.org.uk/fsm](http://www.eani.org.uk/fsm)

**ea** Education Authority

Applications for Free School Meals and Uniform Allowance should be submitted before Friday 26 July to ensure application is processed for the start of the new year.

Please ensure you have completed everything correctly and submitted all relevant supporting documentation.

For more information [see the EA website](#) or to apply visit [EA Connect](#)