

Hazel Grove Primary School needs your help!



Dear Parents/Carers,

We need your help in order to secure some funding for school which will benefit your children.

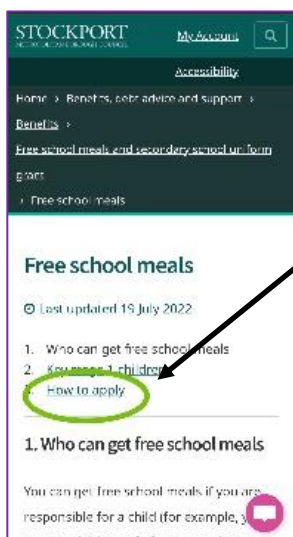
If you are eligible for certain benefits, school will receive pupil premium funding from the government which will mean your child will get a free school meal for the whole of their time at primary school (not just in key stage 1). The funding also helps to subsidise other things in school for your children such as music tuition, school trips, residentials, visitors who come into school etc.

Please could you therefore follow the attached instructions to see if you can help us to secure this funding. If you need further help, please ring the school office on 0161 483 3699 or call into school and we will assist with the application.

We will also be holding workshops next week for those of you who would like to attend.

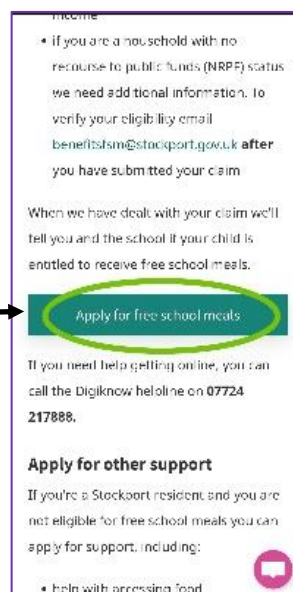
Application Process – This should only take about 10 minutes at the most.

These instructions have been designed for use on a smart phone. Please follow the link on the school website as follows Home page/parents/lunches/SMBC Free School Meals

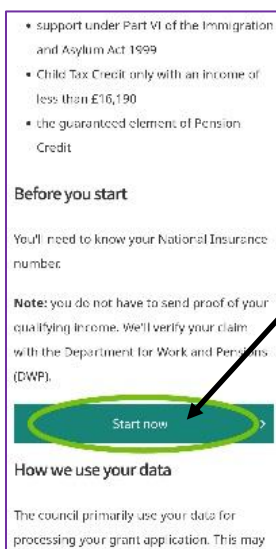


1. Once on the Stockport's Councils website Select 'How to apply'

2. Scroll down to 'Apply for free school meals'



3. You will need to know your National Insurance Number or NASS Number to complete the process. Click 'Start Now'



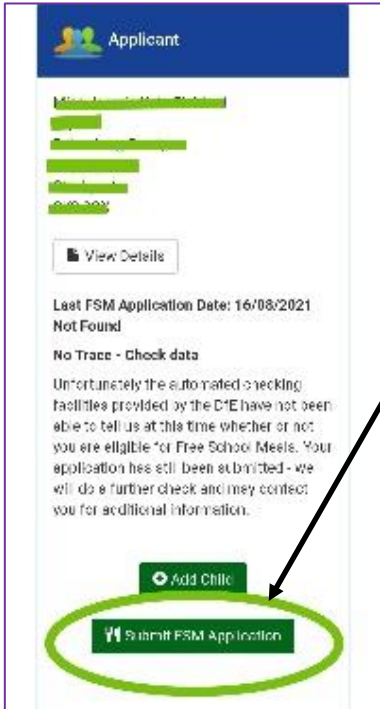
4. The screen you will now see is Stockport Council's Education Portal. This is the same portal that you used to apply for a school place so you should already have an account. Scroll Down.





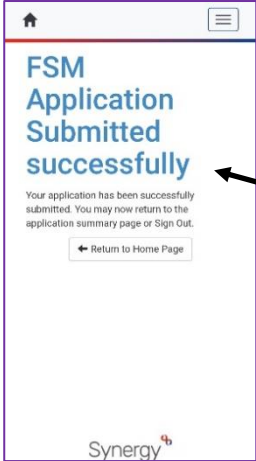
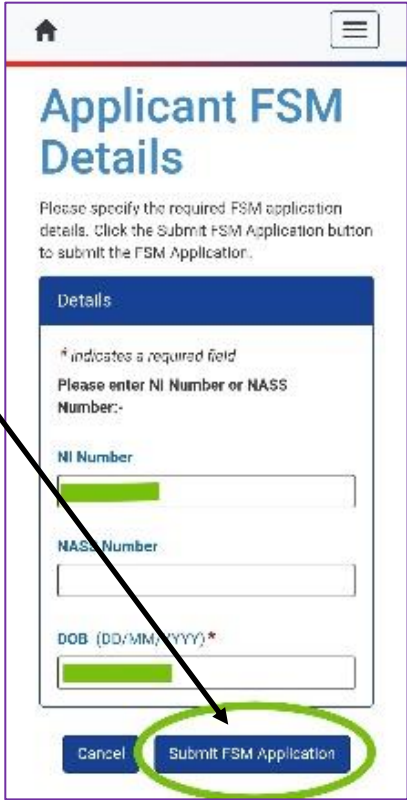
5. Scroll down to Login

6. A portal will now open for you to input the email address that you used to apply for a school place, input your email address click next. You will be asked to input your password. If you need to reset your password click 'forgotten password' You will be sent a security token to unlock your account via email. Note: If your email address is not recognised then you may need to create an account (see previous step)



7. Once you are logged in the portal will show the details that you used when you applied for a school place. Check these details are correct. Click: [Submit FSM Application](#) If they are incorrect then you may need to contact Stockport Authority to update them.

8. The applicant details page will now show your NI Number or your NASS Number and your child's date of birth. Click: [Submit FSM Application](#)



9. The screen will update to show the application has been successfully updated.