



Forest Gate Community School

13th September 2018
Ref: SS/CW

Forest Lane
Forest Gate
London, E7 9BB
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Associate Headteacher: Charlotte Whelan
Executive Headteacher: Simon Elliott

Dear Parent/Carer

Re: Free School Meals

I would like to provide you with information in regards to free school meals for your child, specifically on how to apply, what to do while you are waiting for your application to be approved and if your application has been rejected.

Please be aware the eligibility for free schools meals is different now compared to what it used to be in the past. If you have not found out if you are entitled to free school meals yet, then you can do so by applying on this website: <https://www.newham.gov.uk/Pages/Services/Free-school-meals.aspx>

If you have applied for free school meals already and you are waiting for a response, please provide your child with a packed lunch each day until your receive a letter of confirmation from Newham Borough. You can bring this letter of confirmation to the school reception and we will be able to update our system.

If your application has been rejected or you are concerned that you do not meet the eligibility for free school meals or you need support in the short term, please contact Cynthia Quarshie, our Family Support Worker via email cynthia.quarshie@forestgatecst.org or call 0208 534 8666.

Yours sincerely

Samantha Stevens
Office Manager