

Fair Access Protocol

All local Authorities are legally required to have in place Fair Access Protocols to ensure all children who do not have a school place are able to have access to one. The main principal of Norfolk's Fair Access protocol is that pupils must be placed in a local school where they do not already have a school place and within reasonable distance of the child's home. Norfolk's Fair Access protocol operates when the in-year admissions process has failed to secure a school place for a Norfolk pupil.

The protocol aims to offer a place at a suitable mainstream school as quickly as possible and with equitable distribution of pupils being made between schools. However, there may be occasions when this is not possible, and a place may be offered at alternative provision. For Secondary schools Fair Access Panel meetings are held to determine the appropriate educational provision for the child. The decision from these meetings will represent the offer made to the parent by the Local Authority. Parents have the right to appeal to their preferred school but not against the decision made by the Fair Access Panel.

Free School Meals

Your child will be entitled to free school meals if you receive one of the following benefits.

- Income Support
- Income Related Employment Support Allowance
- Income Based Job Seekers Allowance
- Guaranteed Pension Credit
- Child Tax Credit and your income (as calculated by the Inland Revenue) is less than £16,190
- 28 Day Working Tax Credit run on
- Universal Credit - if your net income is below £7,400 per year. With the roll out of Universal Credit to replace other income-based benefits some pupils will have protection. (Please see the full details available in our Parents' Guide).
- Receiving support under Part VI of the Immigration and Asylum Act of 1999

If your child attends a Norfolk school and you have a current entitlement this can be transferred to the new school.

If you think you are entitled and would like to apply you need to complete an application form which is available from your child's school, from our website (www.norfolk.gov.uk), by calling 0344 800 8020 or you can apply on line at: www.norfolk.gov.uk/education-and-learning/schools/school-meals-and-milk

Schools receive additional resources to support teaching and learning based on the number of children who are entitled to free school meals, so if you are entitled, but your child does not take a free meal at school it is still worth applying.

All children attending Reception, Year 1 and Year 2 are offered a free school meal as part of the Government's Universal Free School Meals for Infants programme. If you receive a benefit that gives entitlement to Free School Meals the school can also get additional funding, but you must apply so that we can confirm this to the Headteacher.