



If you are on a low income and have children at school you may be entitled to financial support.

This booklet covers some of the financial supports available and how to apply for them.

# SUPPORT FOR FAMILIES



**THE COST OF  
THE SCHOOL DAY**

**PEOPLE  
MAKE  
GLASGOW**



# PRIMARY SCHOOL

## BEST START GRANT

### WHAT

The **Best Start Grant School Age Payment** is £250 for each child to help with the costs of children starting school. It is up to you what you spend it on, and you don't need to show receipts.

### WHEN

If you are responsible for a child born between:

Child's Date of Birth	When to Apply
Between 1 March 2014 and 28 February 2015	Between 3 June 2019 and 29 February 2020
Between 1 March 2015 and 29 February 2016	Between 1 June 2020 and 28 February 2021

*You cannot apply outwith these dates*

### WHO

You can claim this payment if you are responsible for a school age child (see above) and you or your partner are entitled to:

- Universal Credit
- Child Tax Credit or Working Tax Credit
- Income Support
- Income-Based Job Seekers Allowance
- Income-Related Employment and Support Allowance
- Housing Benefit
- Pension Credit

You can apply anytime within the **9 month application window**.

If you have become responsible for a child, for instance as a kinship carer, you might qualify for a payment even if a payment has already been made to someone else – as long as you were not that person's partner when they received the grant and the child is not living with that person.

Apply online or download a claim form at **[www.mygov.scot](http://www.mygov.scot)** or call **0800 182 2222** to apply by phone or request a form.



## FREE SCHOOL MEALS

### WHAT

Primary schools provide Fuel Zone 123 Choices menu, a menu designed in consultation with pupils, parents and teachers. The current cost of a primary school meal is £1.90 per day. If you qualify for free school meals you can save approx. £370 per year.

### WHEN

All school children in Primary 1 to 3 are entitled to a free school meal so you don't need to apply.

*From Primary 4 you must apply for Free School Meals.*

### WHO

You can claim if you are in receipt of any one of the following:

- Income Support
- Income-Based Job Seekers Allowance
- Income-Related Employment and Support Allowance
- Both Working Tax Credit and Child Tax Credit with a household income of £6,900 or less
- Child Tax Credit only with an annual income of less than £16,105
- Universal Credit with an annual income of £7,320 or less
- Asylum Seekers – A copy of your ARC Card or BAIL201 Letter

Apply online at the school grants section: [www.glasgow.gov.uk/article/17519/Grants-and-Allowances](http://www.glasgow.gov.uk/article/17519/Grants-and-Allowances) Before you start you will be asked to create a mygov.scot account (if you don't already have one) for which you need an email address

**Or pick up a form from your school**

## SCHOOL CLOTHING GRANT

### WHAT

The School Clothing Grant is an annual payment of £110 towards the cost of essential school clothing.

### WHEN

From when your child starts school or if your circumstances change to any of the qualifying criteria.

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### WHO

You can claim if you are in receipt of any one of the following:

- Any amount of Housing Benefit or Council Tax Reduction  
OR
- Income Support
- Income-Based Job Seekers Allowance
- Income-Related Employment and Support Allowance
- Child Tax Credit only with an annual income of less than £16,105
- Working Tax Credit only with an annual income of less than £15,050
- Both Working Tax Credit and Child Tax Credit with a household income of £6,900 or less
- Universal Credit with a monthly income not more than £610
- Support under Part VI of the immigration and asylum act 1999

# SECONDARY SCHOOL

## FREE SCHOOL MEALS

### WHAT

Secondary school pupils through Fuel Zone choices have access to Fuel Zones, cafes and external food huts. The current cost of a secondary school meal is £1.90 per day. If you qualify for free school meals you can save approx. £370 per year.

### WHEN

From S1 onward you must apply for Free School Meals.

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# STAYING ON AT SCHOOL

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# EDUCATION MAINTENANCE ALLOWANCE

## WHAT

An Education Maintenance Allowance (EMA) is a weekly allowance of £30 paid to the young person during the school year. (During Term Time)

It is paid on a two weekly basis.

## WHEN

An EMA provides financial support for 16-19 year olds who stay on at school. You should apply as soon as you become eligible as payment may not be backdated.

## WHO

A young person aged 16-19 who attends a Glasgow School for a minimum of 21 hours per week.

The young person qualifies if your annual household income is:

Household Income	No of dependent Children in Household
£0 - £24,421	1
£0 - £26,884	2+

Dependent children are those up to the age of 16 and those over the age of 16 and up to the age of 25 if they are in full time further or higher education.

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# YOUNG CARER GRANT

## WHAT

The Young Carer Grant is a yearly payment of £300 for young carers in Scotland. How the grant is spent is up to you, there is no need to provide receipts.

## WHEN

To be able to get a Young Carer Grant, you must:

- Be 16, 17 or 18 years old
- Have been caring for 1,2 or 3 people for an average of 16 hours per week for at least the last 3 months

If you care for more than one person, you can combine the hours of the people you care for to average 16 hours per week.

## WHO

You can get a Young Carer Grant if all of these apply

- You're 16, 17 or 18 years old
- You've been caring for one or more people for around 16 hours per week for the last 3 months
- The person or people you care for get certain benefits
- you're not being paid to care for someone you will use in your application as part of your job
- you're not helping care for the people you apply for as a volunteer, for example as part of a care group or charity
- you're not already getting Carer's Allowance from the Department for Work and Pensions

Apply online or download a claim form at [www.mygov.scot](http://www.mygov.scot) or call **0800 182 2222** to apply by phone or request a form.

# STATE BENEFITS/ALLOWANCES

## WHAT

If the young person stays on at school you may still be able to receive **Child Benefit** and a **Child Element top-up** to either your **Child Tax Credit** or **Universal Credit** even if they have reached the age of 16.

This can be as much as **£20.70** per week for Child Benefit and **£63.94 per week** for Child Tax Credit or Universal Credit

## WHEN

These entitlements can continue from when the young person turns 16 until the September following their 19th birthday providing the course they are doing is non-advanced (Studying Highers or less) and it is considered to be a full time course (at least 12 hours per week)

## WHO

Child Benefit and the Child element top-up to either Child Tax Credit or Universal Credit normally stops on the 31 August following your young person's 16th birthday.

Providing you continue to meet the qualifying conditions for Child Benefit, Child Tax Credits or Universal Credit and your young person is on a course of non-advanced study (Studying Highers or less) and it is considered to be a full time course (at least 12 hours per week)

You must tell Her Majesty's Revenue and Customs (HMRC) for Child Benefit and Child Tax Credit or your work coach at the Department for Work and Pensions (DWP) for Universal Credit.

### Child Benefit

#### Online

**[www.gov.uk/report-changes-child-benefit](http://www.gov.uk/report-changes-child-benefit)**  
or phone 0300 200 3100

### Child Tax Credit

#### Online

**[www.gov.uk/changes-affect-tax-credits](http://www.gov.uk/changes-affect-tax-credits)**  
or phone 0345 300 3900

### Universal Credit

***Notify your work coach through  
your online Journal***

WHAT YOU GET	BEST START GRANT	FREE SCHOOL MEALS	SCHOOL CLOTHING GRANT	EMA
<b>WHEN YOU CAN GET IT</b>				
<b>PRIMARY SCHOOL</b>	✓	✓	✓	
<b>SECONDARY SCHOOL</b>		✓	✓	
<b>STAYING ON</b>		✓	✓	✓
<b>QUALIFYING CRITERIA</b>				
Income Support	✓	✓✓	✓✓	
Income Based Job Seekers Allowance	✓	✓✓	✓✓	
Income Related Employment Support Allowance	✓	✓✓	✓✓	
Housing Benefit	✓		✓✓	
Council Tax Reduction			✓✓	
Pension Credit	✓			
Child Tax Credit or Working Tax Credit	✓			
Both Working Tax Credit and Child Tax Credit with a household income of £6900 or less		✓✓	✓✓	
Child Tax Credit only with an annual income of less than £16,105		✓✓	✓✓	
Working Tax Credit only with an annual income of less than £15,050			✓✓	
Universal Credit	✓			



Universal Credit with an annual income of £7320 or less		✓✓			
Universal Credit with a monthly income not more than £610			✓✓		
Asylum Seekers – A copy of your ARC Card or BAIL201 Letter		✓✓			
Support under Part VI of the immigration and asylum act 1999			✓✓		
A young person aged 16-19 who attends a Glasgow School for a minimum of 21 guided learning hours per week.					✓
The young person qualifies if your household income is £24,421 or less (£26,884 if you have another child under 16 or under 25 in education).					✓
The young person is willing to participate in an approved learning agreement at school.					✓
<b>HOW TO GET IT</b>					
	Apply online or download a claim form at <a href="http://www.mygov.scot">www.mygov.scot</a> or call 0800 182 2222 to apply by phone or request a form.	Apply online at the school grants section: <a href="http://www.glasgow.gov.uk/article/17519/Grants-and-Allowances">www.glasgow.gov.uk/article/17519/Grants-and-Allowances</a>	Apply online at the school grants section: <a href="http://www.glasgow.gov.uk/article/17519/Grants-and-Allowances">www.glasgow.gov.uk/article/17519/Grants-and-Allowances</a>	Apply online at the school grants section: <a href="http://www.glasgow.gov.uk/article/17519/Grants-and-Allowances">www.glasgow.gov.uk/article/17519/Grants-and-Allowances</a>	Apply online at the school grants section: <a href="http://www.glasgow.gov.uk/article/17519/Grants-and-Allowances">www.glasgow.gov.uk/article/17519/Grants-and-Allowances</a>

# NOT SURE



# JUST ASK

For details on how to receive **Free Advice** on anything you have read in this booklet please see overleaf



## WHO CAN HELP?

Many families don't get all the financial assistance and benefits they are entitled to. This may be because they are unaware of their entitlement, the rules are complex or because they have been wrongly refused.

If you are on a low income you may be able to get some help even if you haven't claimed before or if you think you won't qualify.

If a member of your family has a disability or long term health condition, or is an unpaid carer for someone, you may be able to get some extra help – for example

parents of disabled children can get disability benefits without taking into account their income.

If you have a low income or are affected by or have a child or young person affected by disability or ill health or feel you would like some additional information regarding your financial situation it may be worth speaking to the Financial Inclusion Support Officer (FISO).

The FISO is provided in partnership with the advice service Citizen's Advice Bureaux and can be reached as follows:

**Financial Inclusion Support Officer** **Dominika Wirkus**

**Phone** Citizens Advice Bureaux **0141 881 2462**

(open 09:00 – 17:00 Mon-Fri)

**Email** [schools@gnwcab.org.uk](mailto:schools@gnwcab.org.uk)



## NOTES

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