



MEDINA PRIMARY SCHOOL

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Headteacher: Mrs A McGarvey
Deputy Headteacher: Miss R Hammerton

Thursday 14th May 2026

Dear Parent/Carer

Have you applied for Free School Meals?

If not already done so, I would like to encourage all parents/carers to apply for free school meals – even if your child is in Reception, Year 1 or Year 2 and receives a ‘universal’ free school meal (UFSM), if they have a packed lunch or even if you think you are not currently eligible.

On occasion, throughout the year, Portsmouth City Council offer vouchers and free passes to local attractions to those pupils entitled to free school meals, therefore we urge you to apply to ensure that your child is not missing out.

If you are not currently eligible, but your income drops below the eligibility threshold in the future, your application will be automatically re-checked, and you will be awarded free school meals, so you don't need to remember to apply again. Under the current Universal Credit rules, if your wages are usually too high to qualify, but you have a month where you earn less than the eligibility threshold amount, your child will carry on being entitled to free school meals even after your earnings increase again, until they finish primary or secondary school.

To apply for free school meals, please click [here](#).

For every child registered for free school meals, our school will receive additional funding from the government which is used to help provide the best education and opportunities for our pupils. It is therefore in everyone's interests to ensure families and schools can claim all the financial support they are entitled to.

Please, follow the links and apply for your child – even if you do not believe you are currently entitled.

If you have any questions regarding the above, please email the address at the top of this letter.

Yours sincerely

Mrs A McGarvey
Headteacher