



Encouraging high pupil premium registration alongside universal infant free school meals

Here at Brighton & Hove, we have a plan in place to ensure high pupil premium registration alongside universal infant free school meals.

At the end of March, we sent out a letter to all our schools who are required to implement the universal infant free school meals policy, along with a covering letter outlining the process.

Within Brighton & Hove, I also manage the free school meal eligibility checking service on behalf of all of our schools, colleges, free schools and academies, so I am well placed to collect information that will be relevant to both the caterer and our schools. Rather than write to parents twice, we have chosen to give key messages about food quality, ask parents to express an interest in whether their child will stay for lunch, and try to identify and agree any special dietary requirements so that this can be in place from September. For schools, the concern is around the registration for free school meals, so whilst writing we are requesting information which will enable identification of pupil premium entitlement and we will then inform schools accordingly.

I am promoting a strong partnership approach with schools and therefore letters have been printed by the LA, distributed to schools, schools will collect forms and return to the LA for processing in batches – this means that schools can see how many responses they have had and can chase accordingly. Once the forms are returned my team will collate the potential take up figures and share this with the caterer and schools, and we will start the process of checking information for pupil premium. This approach will, I believe, provide the best outcomes for all.

Starting now means that schools can canvas existing Year R and Year 1 pupils before targeting the new academic intake. It is also an opportunity to promote the benefits of a healthy school lunch to parents who may not be aware of how good school lunches are.

Other LAs with a different set up for free school meals applications (it often sits within another department) will need to work together to find common ground for the benefits of our pupils and schools.

I hope that this gives a flavour of our approach within Brighton & Hove – I have had meetings with a number of schools to date and they have all agreed to the partnership approach, and that the advice and lead from the LA should ensure that we maximise pupil premium eligibility registrations. They are confident that we will be ready to deliver the policy from September.

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Both letters are available to view under UIFSM of the What Works Well Website
<http://whatworkswell.schoolfoodplan.com/articles/category/51/universal-infant-free-school-meals-uifsm>