

## Cottingham Church of England Primary School

Berryfield Road  
Cottingham  
Market Harborough  
Leicestershire  
LE16 8XB

Telephone: 01536 771391  
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Headteacher: Mr Ashley Scott  
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5<sup>th</sup> September 2019

Dear Parent/carer,

You may be aware of a government initiative called the Pupil Premium. This scheme provides extra funding to schools whose families are in receipt of any of the following allowances:

- Income Support
- Income based Job Seekers Allowance
- Child Tax Credit only (with a family income of less than £16,190)
- National Asylum Seekers Support
- Guarantee Element of State Pension Credit
- Employment and Support Allowance – Income related only

There are many benefits for your child (Also see attached leaflet) and the school if you claim this allowance. A school receives £1320 additional funding for every child who is in receipt of this funding. Each school is able to decide the best way to spend their full allocation. From September 2019, Cottingham CofE Primary School will use the Pupil Premium funding for the following:

- **3x Selected trips/visits per academic year**
- **One FREE after school club per week (Approximately £152 per year)**
- **10x weeks of Musical instrument tuition (Approximately £50 per year)**
- **Small group support / one to one tuition as necessary**
- **Year 2 Residential fully funded**
- **Year 4 Residential fully funded**
- **Year 6 Residential fully funded**
- **Other support e.g. transport/resources (Please speak to Mr Scott)**

Although all of KS1 already currently receive a free school meal, this does not automatically ensure you receive the benefits of Pupil Premium. If you believe you are eligible for any of the benefits above, we would urge you to apply for pupil premium as the money provided helps the school and your child in many other ways beyond a free meal.

### How do I apply?

To receive Pupil Premium you can either complete a paper application, which you post directly to Northampton County Council, (this can be obtained from the school office) or you can apply online through the Northampton County Council website [www.northamptonshire.gov.uk](http://www.northamptonshire.gov.uk). In the 'A to Z' click on 'F' and scroll to 'Free school meals'. Complete as necessary and you will and get an immediate answer. If eligible, the school will be informed within 5 working days. You will then be able to make your choices online. If you need help logging in or do not have access to a computer, please contact the school office. Mrs Southcombe is

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happy to do this on your behalf, to enable her to do this please bring in your national insurance number. It is really important that this process is completed by as soon as possible to ensure school receives funding which your child may be entitled to.

You will need to apply for each of your children in school as they do not receive Pupil Premium automatically. Once your child is in receipt of the Pupil Premium Funding, the school will continue to receive the funding for a further six years (Ever 6). You can see how we have spent and plan to spend the Pupil Premium funding by logging onto [www.cottinghamprimary.co.uk](http://www.cottinghamprimary.co.uk).

If you are not sure about anything in this letter, then please do not hesitate to contact us.

Yours sincerely,

Ashley Scott (Headteacher)