

Bank / Building Society Details

Bank / Building Society Name	
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Bank / Building Society Address	
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Sort Code	<input type="text"/> <input type="text"/> -- <input type="text"/> <input type="text"/> -- <input type="text"/> <input type="text"/>
Account Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Roll Number (If Applicable)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Name on Account	
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Whose name is the account in?

In Your Name
 In the Name of Your Partner
 In the Names of You and Your Partner
 In the Name of the Person Acting on Your Behalf
 In the Names of You and the Person Acting on Your Behalf

I Agree to have my payment being paid directly into the account I have chosen
 OR
 I Confirm that I only have a Post Office account or an account that cannot receive BACS payments

The claimant requires to ensure that the sort code and account number is accurate as by signing this application the claimant confirms that Dundee City Council will not be liable to recompense the claimant for any payment not received in the intended bank/building society account due to an error in the information provided by the claimant.

Signed _____ **Date** _____

Additional Notes

- * Nursery children may be eligible for free school meals depending on the times they attend nursery. Please contact the Nursery school for details.
- * Children who are too old to qualify for the School Clothing Grant can still be included on the application - they would receive Free School Meals if applicable.

If you require assistance in completing your application, or have already submitted an application please call in person to Floor 2, Tayside House, OR telephone Customer Services on 01382 433458. After 1st August: to Customer Services, Dundee House, 50 North Lindsay Street, Dundee, DD1 1QE OR telephone Customer Services on 01382 433800.

Consent to Share Information

Dundee City Council will only use the information you provide to administer free school meal and school clothing entitlements. We may wish to share your personal details with departments and agencies of the Council, other Scottish Councils, the Scottish Executive and its agencies and the Registrar General. This will ultimately benefit you and us by:

- * Ensuring that your personal details are correct and kept up-to-date wherever these bodies hold them
- * Helping us identify other public services that you may be eligible for now
- * Allowing us to contact you automatically if you become eligible for new services in the future
- * Allowing us to pass your basic information to other departments to make it simpler and quicker for you to apply for their services
- * Avoiding us all repeatedly asking you for the same information when you apply for new services
- * Avoiding you having to provide us with the same documents to prove you are eligible for new services

In particular, we may in future be able to use these details to automatically assess entitlement to free school meals and/or school clothing grants and provide this without requiring you to provide any documentation. We need your permission to share your details to do this. If you wish to share your data, please tick the Consent to Share Data statement overleaf.

Data Protection Statement

Dundee City Council respects your personal information and undertakes to comply with the Data Protection Act 1998. The personal data you have provided will be used for the following purposes:

To allow the Education Department of Dundee City Council to carry out its duties, obligations and responsibilities in terms of the Education (Scotland) Act 1980 and other relevant Acts and Regulations.

The Education Department of Dundee City Council must protect the public funds it handles and so may exchange information about you with other departments of the Council and other organisations such as government departments and other local authorities in order to check the accuracy of information; to prevent or detect crime or public funds in other ways allowed by law. Information about you will not be released to anyone outside the Education Department of Dundee City Council unless the law allows us to.

Dundee City Council is the registered Data controller. Any queries regarding the processing of your personal data should be directed to the Data Protection Officer, telephone number 434000. A copy of the Council's Data Protection Policy can be obtained by writing to the Data Protection Officer, care of the Director of Support Services, 21 City Square, Dundee DD1 3BY

MAY 2005