



Social Security Scotland
Tèarainteachd Shòisealta Alba

Best Start Grant and Best Start Foods

You can use this form to apply for the:

- Pregnancy and Baby Payment
- Early Learning Payment
- School Age Payment
- Best Start Foods

Once finished, return this form to:
Best Start Grant and Best Start Foods
PO Box 10300
DUNDEE
DD1 9FU

If you need a prepaid envelope,
call us free on 0800 182 2222
and we'll send you one.

mygov.scot

Before you start

To complete this form, you'll need:

- a due date, if you're expecting a baby
- the dates of birth of any children you have
- your partner's details, if you have a partner
- your bank details, unless your current benefits are not being paid into a bank account because you do not have one – if this is the case we can pay you Best Start Grant in the same way you're being paid for other benefits.

You should also be able to give your National Insurance number. If you do not give your National Insurance number your payment could be delayed.

If you need to send a copy of a certificate or legal order

You should avoid sending original certificates and legal orders. It can take us up to two weeks to return anything you send.

If you need a pre-paid envelope to return your completed form and copies of evidence to Social Security Scotland, call us free on 0800 182 2222 and we'll send you one.

If you need any help

If you need help to apply for Best Start Grant or Best Start Foods, you can call us free on 0800 182 2222.

Your local Citizens Advice Bureau can also help with questions about benefits, or you can find out more about Best Start Grant and Best Start Foods by going to mygov.scot.

You should avoid sending original certificates and legal orders. It can take us up to two weeks to return anything you send. You can send your documents together with this form.

If you send your documents separately to Social Security Scotland, you need to clearly write some things on a piece of paper and send it to us with your document.

These things are:

- your full name
- date of birth
- National Insurance number
- the words 'Best Start Grant and Best Start Foods', so we know what you're applying for.

If you do not include these things, your payment could be delayed.

Best Start Grant and Best Start Foods

You can get Best Start Grant and Best Start Foods:

- if you have a child who's the right age for a payment
- whether you're in work or not, as long as you're on certain payments or benefits.

You can use Best Start Grant payments to help pay for things like a pram, childcare or toys for home learning, but because they're all cash payments it's up to you how you spend the money.

Best Start Foods is a prepaid card that you can use online and in shops to buy healthy food.

The three payments of Best Start Grant

Best Start Grant has three payments that you can apply for:

- the Pregnancy and Baby Payment
- the Early Learning Payment
- the School Age Payment.

1 Pregnancy and Baby Payment

You can apply for the Pregnancy and Baby Payment from 24 weeks pregnant up to the day your baby is six months old. This goes up to one if you've taken over looking after a child, such as if you've adopted.

You can apply whether a child is your 1st or not, as long as you apply when your baby is the right age. If you can get the Pregnancy and Baby Payment for your 1st child, you'll be paid £600.

You'll be paid £300 for any child that comes after your first.

If your baby was stillborn, or your baby died after they were born, you can apply up to six months after their birth date.

Your first child is your oldest child under 16. Your first child can be a stepchild or a child you've taken over looking after, if they're your oldest child under 16.

If you apply for twins and have no other children under 16

Only if one of the babies is your first child	Your payment for 2nd twin	Extra payment for twins	Total
£600	£300	£300	£1200

If you apply for twins and have other children under 16

Your payment for 1st twin	Your payment for 2nd twin	Extra payment for twins	Total
£300	£300	£300	£900

If you have triplets, you'll be paid an extra £300 on top of what you get for twins. £1500 if you do not have any other children under 16, £1200 if you do.

2 Early Learning Payment

You can apply from your child's second birthday up to the day your child is three years and six months old.

If you get the Early Learning Payment, you'll be paid £250 for each child you can get the payment for. You can only be paid once for each child you look after.

You only need to fill in this form once to apply for all the Best Start Grant and Best Start Foods payments you're able to get at any one time.

If you need to apply for one payment now and another in a few months, you can. Fill in the form now and then fill in a new form when you're ready to apply again.

3 School Age Payment

When you need to apply for the School Age Payment depends on when your child was born:

Your child's date of birth	When you need to apply
Between 1st March 2014 and 28th February 2015	Between 3rd June 2019 and 29th February 2020
Between 1st March 2015 and 29th February 2016	Between 1st June 2020 and 28th February 2021

You cannot apply outwith these dates.

If your child was born later than February 2016, you'll be able to apply after May 2021. You cannot apply for the School Age Payment for a child born before 1st March 2014.

If you get the School Age Payment, you'll get £250 for each child you can get the payment for.

Which parent can apply for Best Start Grant and Best Start Foods

Best Start Foods payments

You can apply for Best Start Foods when you're pregnant, or any time up to your child turning three years old. This goes up to four years old for a child:

- who's over two years old when you apply
- that you also get Healthy Start Vouchers for.

If you're getting Healthy Start Vouchers for a child you apply for, you'll be moved from Healthy Start Vouchers to Best Start Foods.

The payments of Best Start Foods are:

- £17 every four weeks during pregnancy
- £34 every four weeks from your child being born up until they're a one year old
- £17 every four weeks between the ages of one and three.

If your child was between two and four years old when you applied, and you were getting Healthy Start Vouchers for them, you'll be paid £17 every four weeks until they're four years old.

You can find out more about how you can use your Best Start Foods by visiting the mygov.scot website.

You can apply if you're the main person looking after a child. This includes if you're the parent or carer of a child, such as if you're:

- the child's birth mother
- living with the birth mother and the two of you are a couple, married or civil partners
- a single father.

You can also apply if you've taken over looking after a child, such as if you've adopted or are a kinship carer.

If you're not sure whether you're the main person looking after a child

You can apply for a child if you or your partner get one of these for the child:

- Child Tax Credit
- Child Benefit
- Universal Credit child payments
- child addition part of Pension Credit.

If you or your partner do not get any of these, you need to have a legal order that shows you look after the child. The type of legal order you need to have includes things like:

- a Parental Order
- a Kinship Care Order
- an Adoption Order
- a Compulsory Supervision order
- a Residence Order
- a Permanence Order.

You cannot apply for a child if they're in residential care or you're their foster carer. This is because it's the role of your local council to provide support.

What else affects whether you can apply

If you're under 18, you do not need to be on any payments or benefits to apply for Best Start Grant or Best Start Foods.

If you're a parent over 18, you can apply whether you're in work or not, as long as you're getting one of these:

- Child Tax Credit
- Universal Credit
- Income Support
- Pension Credit

- Working Tax Credit
- Housing Benefit
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA).

If you're getting Child Benefit, you must still be getting one of the benefits or payments from this list to be able to get Best Start Grant or Best Start Foods.

Most people who get JSA or ESA get income-based JSA or income-related ESA. If you're not sure which one you get, tell us the one you think you get when you're asked in the form. We can check this for you.

Best Start Foods and income limits

The benefits you need to be on to get Best Start Food are the same as Best Start Grant, but some of the benefits have an income limit.

The benefits that have an income limit are:

- Universal Credit - if you and your partner work your joint income must be less than £610 a month, after tax and National Insurance
- Child Tax Credit – you and your partner's joint income must be less than £16,190
- Working Tax Credit - only counts if you also get full Child Tax Credit and your income is less than £7,320 per year
- Housing Benefit - the weekly income of you and your partner must be no more than £311.

For Best Start Grant, we do not need to know about your income. For Best Start Foods, some of the benefits have an income limit.

If you're 18 or 19 and do not get any benefits

You can still apply for Best Start Grant or Best Start Foods if your parent or carer gets one of these for you:

- Child Tax Credit
- Child Benefit
- Universal Credit child payments
- the child addition part of Pension Credit.

When you apply, you'll need to enter your parent or carer's details on page 12 of this form.

For the Pregnancy and Baby Payment and Best Start Foods, your parent, carer or a partner of your parent or carer can apply instead of you.

You can apply for Best Start Grant at any age. This includes if you're under 16.

If you're under 18

If you're under 18, you do not need to be on any payments or benefits to get Best Start Grant or Best Start Foods.

If you're applying for the Early Learning Payment or the School Age Payment, you must apply yourself.

You can apply for the Pregnancy and Baby Payment in one of two ways:

- apply yourself
- someone else can apply for you as long as they get Child Benefit, Child Tax Credit, Universal Credit child payments or the child addition part of Pension Credit for you.

Best Start Foods under 14

If you're under 14, pregnant and want to apply for Best Start Foods, you'll need to get your parent or carer to apply instead.

Please use a black pen and write in **BLOCK CAPITALS**. You should tick boxes in this form rather than using a cross. If you make any mistakes, please put a line through errors clearly. If you need to, you can:

- request a new form by calling us free on 0800 182 2222
- download it from: mygov.scot/best-start-grant-best-start-foods.

Tell us why you're applying

If you tick one or more of these go to page 10

- I want to apply because me or my partner is pregnant
- I have at least one child under six years old
- My baby was born within the last six months and my baby died, or was stillborn
- I've taken over looking after a child – this includes kinship care and adoption

You only need to tick one of these boxes if you have the legal right to apply for someone else, or want to do that for someone who cannot manage their own affairs.

If you tick one of these go to page 8

- I have the legal right to act for someone and I'm filling in this form for them, such as if I'm their appointee or I have power of attorney
- I'm filling in this form on behalf of someone else and I would like to apply to be an appointee

This is only if you want to apply for the Pregnancy and Baby Payment or Best Start Foods for someone who's:

- under 20
- pregnant or a young mother.

If you tick this go to page 9

- I want to apply because I look after someone under 20 who's pregnant or a young mother

You should fill in this section if you are someone who has the legal right to apply for someone else, or want to do that for someone who cannot manage their own affairs.

If you are from an organisation applying on someone's behalf, fill in your organisation name and address in the address section.

If you are completing this form as part of your job, you do not have to fill in your National Insurance number.

If you're filling in this form on behalf of someone who cannot manage their own affairs

Please give us your details.

First name(s)

Last name

Date of birth

National Insurance number

Address

Postcode

If we need to send you a letter, do you want the letter sent to this address?

Yes No

If no, tell us where you'd like letters sent:

Address

Postcode

You should fill in the rest of this form using the details of the person you're applying for.

If you look after someone who's under 20, you can apply for the Pregnancy and Baby Payment or Best Start Foods as long as you get one of these for the person you look after:

- Child Tax Credit
- Child Benefit
- Universal Credit
- the child addition part of Pension Credit.

You can also apply if you have a legal order showing that you look after them.

You cannot apply for the Early Learning Payment or School Age Payment for someone who's under 20 and a young mother. They must apply themselves.

You can still apply if you do not know their National Insurance number. If you do, it may take longer for us to work out whether you should get Best Start Grant.

If you look after someone who's under 20 and they're either pregnant or a young mother

Please give us the details of the person you look after.

First name(s)

Last name

Date of birth

National Insurance number, if they have one

Address

Postcode

Do you get Child Tax Credit, Child Benefit, Universal Credit child payments or the child addition part of Pension Credit for this person, or have a legal order showing that you look after them?

Yes No

If no, you cannot apply. The person should apply themselves. If you need further help, call us free on 0800 182 2222.

You should only put someone else's details in this part of the form if you're filling it in for someone who cannot manage their own affairs. If not, you should put your own details.

You can still apply if you do not know your National Insurance number. If you do, it may take longer for us to work out whether you should get Best Start Grant or Best Start Foods..

Your details

First name(s)

Last name

Date of birth

National Insurance number

Address

Postcode

If we need to send you a letter, do you want the letter sent to this address?

Yes No

If no, tell us where you'd like letters sent:

Address

Postcode

Someone is your partner if you're living with them and the two of you are a couple, married or civil partners.

You can still apply if you do not know their National Insurance number. If you do, it may take longer for us to work out whether you should get Best Start Grant or Best Start Foods.

You do not need to fill in this section if you're:

- Under 18
- 18 or 19 and your parent or carer gets Child Tax Credit, Universal Credit or the child addition of Pension Credit for you.

Do you have a partner?

Yes No

If yes, please provide your partner's details.

First name(s)

Last name

Date of birth

National Insurance number

Tell us which of these you or your partner get:

- Child Tax Credit
- Universal Credit
- Income Support
- Housing Benefit
- Working Tax Credit
- Pension Credit
- Income-based Job Seeker's Allowance
- Income-related Employment and Support Allowance
- None of the above

If you're 18 or 19, and you do not get benefits, you can apply as long as your parent or carer gets one of these for you:

- Child Tax Credit
- Child Benefit
- Universal Credit
- the child addition part of Pension Credit.

Just give us the details of your parent or carer.

You can still apply if you do not know their National Insurance number. If you do, it may take longer for us to work out whether you should get Best Start Grant or Best Start Foods.

If you're 18 or 19 and do not get any benefits

Please give us the details of your parent or carer.

First name(s)

Last name

Date of birth

National Insurance number, if they have one

Does this person get Child Tax Credit, Child Benefit, Universal Credit child payments or the child addition part of Pension Credit for you?

Yes No

If no, you cannot apply at the moment with these details. If you need further help, call us free on 0800 182 2222.

If you're pregnant and haven't told a GP or midwife, you should do this as soon as you can. This is so you can get the right type of care leading up to the birth of your baby.

If you do not have a GP, you can find your nearest GP online at nhsinform.scot.

If you're worried and need advice over the phone, you can call NHS 24 on 111.

Baby's details

You only need to fill in this section if you're applying for Best Start Grant or Best Start Foods for any of these reasons:

- a pregnancy
- a birth in the last six months
- you've taken over looking after a baby under one.

If none of these apply to you, go to page 16.

Part A – If the baby's not been born

What is the due date?

How many babies are you expecting?

Part B – If you have a baby under six months old

Please tell us your baby's name and details.

First name(s)

Last name

Date of birth

If the baby has a twin, give their details:

First name(s)

Last name

Date of birth

We're sorry to hear your baby has died. You can get Best Start Grant to help you pay for anything you need.

If you want to apply by phone, you can call 0800 182 2222. The adviser will help you apply over the phone at your own pace.

If you've taken over looking after older children, include their details on page 16.

Legal orders can include things like an Adoption Order, Kinship Care Order or any type of legal order that says you're a child's carer.

You should only send a copy of the legal order, not the original.

Part C – If your baby has died

Please tell us your baby's details.

First name(s)

Last name

Date of birth

Date of death

If you need to tell us about a twin who's also died, please give us their details:

First name(s)

Last name

Date of birth

Date of death

Part D – If you've taken over looking after a child under one year old

Please tell us the child's name and details.

First name(s)

Last name

Date of birth

Do you get Child Tax Credit, Child Benefit, Universal Credit child payments or the child addition part of Pension Credit for this child?

Yes No

If no, you need to send a copy of the legal order that says you look after this child.

Baby Box

You do not need to fill in this section for any babies you told us about in part D.

If you filled in parts A, B or C of 'Baby's details'

Can we use Baby Box to confirm the baby's details you've given us?

Yes No I did not sign up for Baby Box

If no, or you did not sign up for Baby Box, you'll need to send a copy of something that confirms the details you've given us. This can be a copy of a:

- maternity B1 (MATB1) certificate – if you do not have this, you can contact your midwife
- birth certificate, if your baby's already been born
- death certificate, if your baby has died.

If you were not the person who signed up for Baby Box, give the details of the person who did:

First name(s)

Last name

Date of birth

National Insurance number

Address

Postcode

You do not need to include any child you've already told us about on page 13 or 14.

We need to know about all your other children aged under 16 so that we can make sure we pay you the right amount of Best Start Grant.

If you ticked 'No', you need to send a copy of the legal order that says you look after this child.

Legal orders can include things like an Adoption Order, Kinship Care Order or any type of legal order that says you're a child's carer.

You should only send a copy of the legal order, not the original.

Children under 16

We need to know about all your children aged under 16. If you have more than three children under 16 and run out of space, you can add the details of your other children in the 'If you think there's anything else we need to know' section on page 19.

First name(s)

Last name

Date of birth

Do you get Child Tax Credit, Child Benefit, Universal Credit child payments or the child addition part of Pension Credit for this child?

Yes No

First name(s)

Last name

Date of birth

Do you get Child Tax Credit, Child Benefit, Universal Credit child payments or the child addition part of Pension Credit for this child?

Yes No

First name(s)

Last name

Date of birth

Do you get Child Tax Credit, Child Benefit, Universal Credit child payments or the child addition part of Pension Credit for this child?

Yes No

If we need to contact you

Your phone number

Is this phone a: mobile

landline

I do not have a phone number I can give you

If you've given us a mobile number, would you like us to send you a text to let you know when we've got your form?

Yes

No

I would like the text sent to a different number to the one I've given:

How would you like us to contact you if we need to ask you a question?

Select only one option.

Phone call

Phone call in a different language
(please tell us which language)

Video call, if you use British Sign Language

Letter

As well as a letter in English, tick the box of any other type of letter you need to be sent:

Braille (English only)

Large print

Easy read

Audio

A letter in a language other than English

Please tell us which language:

I do not need to be sent any of these

If we have a question and we're not able to contact you, it could delay your payment.

We can call you in over 100 languages.

When we tell you whether you're going to get Best Start Grant or Best Start Foods, we can only do this by letter.

We can write to you in over 100 languages.

Best Start Grant can be paid into your account or someone else's. If you want it paid into someone else's account, you need to check they're happy with this before you put their details in this part of the form. You should also be sure you'll be able to access the money.

Your sort code has six digits and your account number has eight digits. You can find both of these on your bank card or statements.

Payment details

Give details of the bank, building society or credit union account you want Best Start Grant paid into.

Name on account

Sort code

Account number

Building society or credit union reference number
(you only need to fill this in if your account has one)

If you've agreed another way to be paid with the DWP because you do not have a bank account

You can be paid the Best Start Grant in the same way you're being paid for other benefits.

I do not have a bank account and I want to be paid Best Start Grant in the same way I've agreed to be paid for other benefits

Things you need to agree before you apply

Tick the boxes to show that you've read and agree with the statements:

I declare that my current benefit claim is correct, complete and up to date as far as I know and believe.

As far as I know and believe, I declare that the information I have given in this form is correct and complete.

I understand that I may be prosecuted if I provide details that are neither complete nor correct. I also understand money may be taken back from me if I'm paid too much.

I agree to update Social Security Scotland if any of the details given in this form change.

Your signature

Date

Please return this form and any supporting evidence to:

Best Start Grant and Best Start Foods
PO Box 10300
DUNDEE
DD1 9FU

Your payment could be delayed if you need to send evidence with this form and you do not send it.

If you need a prepaid envelope, call us free on 0800 182 2222 and we'll send you one.

What happens next

If you've asked for one, we'll send you a text message when we've got your form to let you know it's arrived.

Within 10 days of getting your form we'll either:

- send you a letter telling you whether you're going to be paid Best Start Grant or Best Start Foods
- contact you if we need to ask you any questions about your form.
- **If you're getting a payment, this should be paid into your chosen account within 14-21 days of sending this form.**

You only need to add something if you think there's anything we haven't covered in the form that we need to know.

If you think there's anything else we need to know

A large rectangular box with a dark blue border and horizontal lines, intended for writing additional information.

A large rectangular area with a dark blue border and horizontal light blue lines, resembling a writing template or a form for text entry. The lines are evenly spaced and extend across the width of the rectangle.

Privacy notice

You and your data

Our privacy notice explains your rights under the Data Protection Act 2018 (DPA) and General Data Protection Regulation (GDPR).

It describes the type of information we may hold on you, how it may be processed and who we might share it with.

Personal data (which we will call 'data' throughout the rest of this notice) means any information about an individual from which that person can be identified.

Social Security Scotland processes lots of data to do our job. We manage your personal data to deliver a number of social security benefits outlined in the Social Security (Scotland) Act 2018. We are committed to protecting and respecting your privacy.

Social Security Scotland is registered with the Information Commissioner (registration number Z4857137) under Scottish Ministers, to handle your data.

If you want to know more about how Social Security Scotland use your data, you can read our full privacy notice online:
mygov.scot/social-security-data



Social Security Scotland
Tèarainteachd Shòisealta Alba

If there's something else you need help with,
or you want this form in other formats,
call us free on 0800 182 2222.