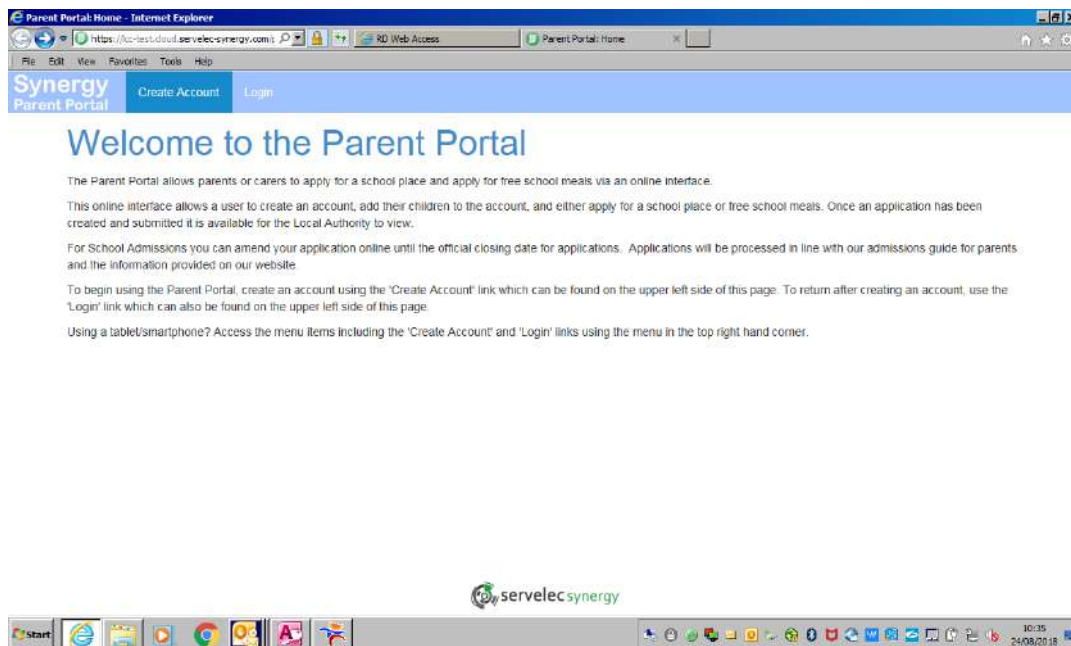


# ONLINE FREE SCHOOL MEALS APPLICATION PROCESS FOR PARENTS AND GUARDIANS

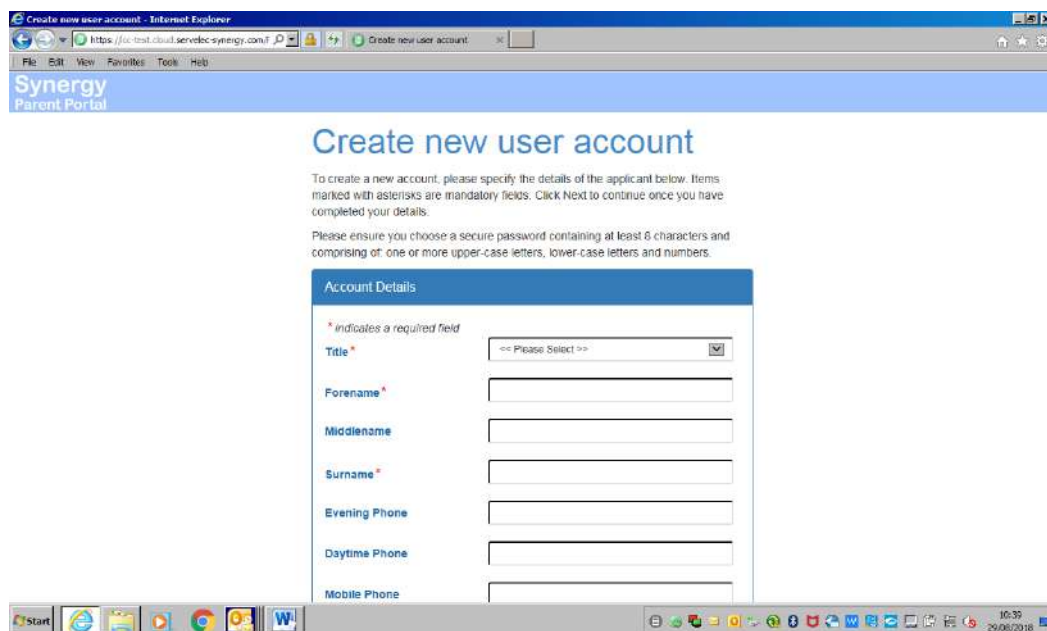
Create an account using your email address on the online parent portal :

<https://lcc.cloud.servelec-synergy.com/parentportal>

## Step 1



## Step 2



## Step 3

# Account Verification Required

You cannot use the system until your email address has been verified.

An email has been sent to the address that you supplied.

Please read the email and follow the instructions.

[Exit](#)[Resend](#)

## Step 4

# Sign In

Please complete the blank fields below, and click 'Sign in' to continue.

Your account will be verified when you have logged in successfully.

### Sign In

**Email Address \***

**Password \***

[Sign in](#)

[Click here if you have lost or forgotten your password](#)

# Applicant Summary

This screen shows a summary of any children added to your account. To add new children click the Add Child button.

To apply for a school place once you have added your child's details, scroll down to the bottom of the page and click the new school admissions application button.

This screen shows a summary of all the Children within the Family that will be included in the Free School Meals application. Before submitting a Free School Meals application, please ensure all Children within the Family have been added. To add new children to the Family, click the add child button.

### Applicant

Mrs Annie Other  
3,  
Anybody Street,  
Anytown,  
Anywhere,  
AY1 1ER

[View Details](#)

[Add Child](#)

[Back to Top](#)

# Telephone enquiries – Customer Services Centre

## Tel : (01522) 782030