

**OFFICER DELEGATION
SCHEME**

TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 1 April 2020	Ref No: CS598
Type of Operational Decision:	
Executive Decision <input style="width: 150px; height: 25px;" type="checkbox"/>	Council Decision <input style="width: 150px; height: 25px;" type="checkbox"/>
Status: Operational Decision	
Title/Subject matter: Free School Meals Vouchers	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	<input style="width: 100%;" type="checkbox"/>
(ii) in accordance with Council Policy	<input style="width: 100%;" type="checkbox"/>
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	<input style="width: 100%; height: 100%;" type="text"/>

Details of Operational Decision Taken [with reasons]:

All schools must issue vouchers in line with Government Guidance to all eligible FSM throughout the usual Easter School Holiday period, and funding should not be the consideration. FSM provision also needs to be sustained for those pupils eligible by age under the Universal Infant Free School Meals (UIFSM) requirements, only where they are attending school as they are children of critical workers.

Schools must meet the costs of supporting their vulnerable pupils and code any additional expenditure to CORONA fund source in the hope it may be reimbursed by the DfE or is covered by the COVID-19 grant being provided to the LA. This could also apply to costs of considering a welfare scheme to support the most vulnerable pupils in Bury.

A central list of all children entitled to Free School Meals will also be cross referenced to those families seeking assistance with food parcels in order that the food parcels can be allocated to other vulnerable families who do not qualify for Free School Meals

Decision taken by:	Signature:	Date:
Executive Director or Chief/Senior Officer	<i>Karen Dalton</i>	01/04/20
Members Consulted [see note 1 below]		
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**