

# OFFICER DELEGATION SCHEME RECORD OF OPERATIONAL DECISION



**TO BE UPLOADED TO THE E-MEETINGS MANAGER**

<b>Date:</b> 01-9-2020	<b>Ref No:</b> 250
<b>Type of Operational Decision:</b>	
<b>Executive Decision</b> <input checked="checked" type="checkbox"/>	<b>Council Decision</b> <input type="checkbox"/>
<b>Status:</b> Decision Required	
<b>Title/Subject matter:</b> Approval to supply food parcels to children Entitled to Free School Meals if they have to Self Isolate	
<b>Budget/Strategy/Policy/Compliance</b> – Is the decision:	
(i) within an Approved Budget	Yes
(ii) not in conflict with Council Policy	No
(iii) not raising new issues of Policy	No
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	Not Required

### Details of Operational Decision Taken *[with reasons]*:

With the reopening of schools to all year groups, the catering teams have also returned to operation and are providing meals across all Primary and High Schools contracted to Bury's Catering Service provision.

Due to the COVID19 situation and the need to follow social distancing and self-isolation, where possible, several risk assessments in line with current government guidance have been put into place to ensure that all catering staff, pupils and schools staff are kept safe.

Within the current risk assessments, if an instance of COVID19 occurs within a house hold or within the school, children may need to isolate. If however they are entitled to Free School Meals (FSM), they will need a continued access to this provision.

Government guidance has stated:

All pupils, in all year groups, will return to school and college full time from the beginning of the autumn term.

A small number of pupils will still be unable to attend if they are required to self-isolate or if local lockdown arrangements are in place. Schools should work with their suppliers to prepare meals or food parcels for pupils who are eligible for benefits-related free school meals and who are not in attendance because they:


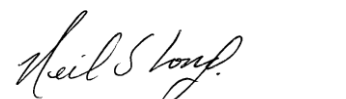
- are self-isolating
- have had symptoms or a positive test result themselves
- are a close contact of someone who has coronavirus (COVID-19)
- are not attending as a result of local lockdown arrangements

Schools and families may find weekly collections of food parcels easier than a more frequent approach. Where parents are unable to collect the parcel, they can tell the school that they have asked a friend or family member to collect it on their behalf.

It is proposed that the catering service will offer food parcels to children entitled to Free School Meals isolating with support from the school to assist with delivery. This will include a meal a day for 5 days per child.

The food parcel will contain a variety of food which meets the nutritional guidelines and offer variety to ensure that they continue to have access to healthy food. The cost of the food parcel will be covered by the income generated via the FSM scheme and recouped through finance by the normal FSM method.

This would **not** include Universal Infant Free School Meals.

Decision taken by:	Signature:	Date:
Executive Director Operations – Donna Ball		02/09/2020
Assistant Director Operations – Neil Long		01/09/2020

<b>Members Consulted [see note 1 below]</b>		
Cabinet Member		
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 Executive 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.**