

**DERBYSHIRE COUNTY COUNCIL****25<sup>th</sup> September 2014****Report of the Strategic Director for Children & Younger Adults****Universal Infant Free School Meals (Key Stage 1)****1. Purpose of Report**

To provide an update on the provision of the new Universal Infant Free School Meals in Derbyshire schools with Key Stage 1 pupils on roll.

**2. Information and Analysis**

From September 2014 every child in the first three years at school will be eligible to receive a free school lunch. The funding is for two years and has cross party agreement at Westminster. The aims of the funding are to save families up to £400 per year, help children achieve better results in the classroom and improve their daily diet.

**Funding**

As part of the process, Derbyshire County Council was allocated £1,761,052 in capital funding to enable school kitchens and dining rooms to meet the extra demand. The process of delivering these extra meals was further complicated by the number of schools that do not have a kitchen on site. These schools (106 in number) have their meals provided by an export unit based at a feeder school close by. It was therefore an opportunity to upgrade and convert some of these servery units into cooking kitchens. Other factors that have been considered are the capacity issues in existing feeder kitchens/schools that relate to the further increase of Infant meals, the general condition of the kitchens, notifications from Environmental Health Officers with regard to the building conditions and their ability to meet the hygiene regulations. The extra meal capacity is estimated at between 7,400 at 80% take-up and 9,885 at 90% take-up per day across all Derbyshire Infant, Primary and Special schools.

**Breakdown of Capital Allocation**

<b>Item</b>	<b>Amount Allocated</b>
Heavy Equipment - (Combination Ovens, steamers, dishwashers, counters and ovens, refrigerators and freezers)	£835k
Light Equipment - (Cutlery, crockery, tins, trays & transport boxes)	£115k
Heath Primary School Conversion (Completed)	£60k
5 x Servery Conversions (New Bolsover Primary (POD), Pottery Primary, Blackwell Primary (POD), St James CE Primary and Alfreton Park Special School)	£680K
Contingency	£71k
<b>Total</b>	<b>£1,761k</b>

## **Schools Capital Allocation**

All Derbyshire school kitchens have been assessed as part of the allocation process. This includes eleven Primary schools that do not trade with Derbyshire Catering Services.

Schools that trade with Catering Services have received the following items;

- Heavy Equipment 129 schools allocated various types of equipment
- Light equipment 253 schools allocated additional items as required.

## **Revenue Funding**

The UIFSM meals will be funded at a rate of £2.30 per meal. This is then allocated at 87% of numbers on roll, minus any existing free school meal pupils (the existing Free School Meals will continue to be funded at the existing formulae). Derbyshire Catering will be charging £2.00 per meal for the first two terms for the UIFSM with an option to adjust the price if necessary. From April 2015 the funding will be adjusted to reflect actual take up percentage.

## **Operations**

To enable the Catering Service to deliver these additional meals we have recruited a further 100+ staff that started in September 2014. We have also given existing staff additional hours where required; the extra costs are not passed on to the school as the meal price will cover this increase.

## **Data Collection**

The meal numbers will be monitored as an addition to the existing paid and free pupil meals. Reporting of take up percentages will be available to individual school level.

## **Information for Schools**

Information was provided at Headteacher area meetings in spring 2014 on the free school meals initiative. Further to this a seminar was hosted on 11<sup>th</sup> March 2014 at County Hall for schools on UIFSM and the School Food Plan with Myles Bremner, Director of the School Food Plan. Also information was provided to schools via the Extranet including application forms, special diet forms, and an update on the Catering Service's readiness.

## **Pupil Premium**

Following the seminar on UIFSM schools requested a form to be provided for all parents to register for Pupil Premium and reduce the stigma of free school meals. This is to enable schools to identify their pupils who are entitled to pupil premium. The form was made available to schools in April 2014.

## **Marketing**

The menu leaflet from April 2014 displays some information for parents on the new UIFSM for all KS1 pupils. This details information on how we cater for new starters, registration for special diets and intolerances, how the menu meets nutritional standards, local suppliers and the use of quality ingredients. Schools have all been provided with additional information leaflets and postcards for distribution to parents.

### **3. Other Considerations**

In preparing this report the relevance of the following factors has been considered – prevention of crime and disorder, equality of opportunity, health, environmental, transport, property considerations.

### **4. Strategic Director's Recommendation**

That the Schools Forum notes Derbyshire's arrangements for implementing the Key Stage 1 free school meals initiative from September 2014.

**Ian Thomas**  
**Strategic Director for Children & Younger Adults**