

Universal Infant Free School Meals

The Government announced that all Key Stage 1 children will be entitled to a free school meal from September 2014. The Government then announced that funding would be available to help to introduce UIFSM in the form of a capital amount of £406k, of this £56k would be available to VA schools.

We have surveyed all of the schools and assessed the impact that each individual school will have in September and what investment and support will be needed to enable the schools to implement this.

We identified that the majority of schools would need extra serving points as 23 of our schools do not have on site kitchen facilities and the impact will be on getting the increased numbers through in a short period of time. This will in actual terms mean a requirement for mobile hot trolleys and extra staff.

We have looked at the capacity of our existing kitchens and if they have the ability to cook for the increased numbers for their school and whether they are able to provide for the extra meals that will be needed to be transported.

The impact on some schools will be quite dramatic and we have identified the following schools which need the most investment,

- Peasedown St John
 - Coombe Down (no kitchen and no wash up facility)
 - St Stephen's (no kitchen)
 - Newbridge Primary
 - Farmborough
 - Larkhall
 - Paulton Infants
 - St Michaels Twerton
-
- We have put a production kitchen on site at Peasedown and this has been completed and will be fully working by May.
 - Larkhall is a kitchen that is currently used as a regeneration kitchen for community meals and we will be making this kitchen a hub kitchen that will provide to 4 schools and the work will start in May with an end date of July 2014.
 - Newbridge will be having a part production kitchen placed off the junior hall which will start in May 2014.
 - We have looked at the VA funding and it has been agreed with the Diocese that the full amount will be put into one scheme and that will be St Stephens and we would like this to start in June 2014.
 - We have had the plans drawn up for Farmborough and this will be a joint build with the school who will be part funding the works.
 - Paulton Infants has been redesigned to now incorporate a part production kitchen which will be mainly funded through the schools capital program with a small investment from the funding.

- We have identified that we need three hub kitchens and they will be strategically positioned, one in the Midsomer Norton Area, one in Twerton and one in Larkhall. Longvernal School was upgraded last year and is now a full hub kitchen with the capacity to provide 600 meals per day. Larkhall will have the same capacity and we will be upgrading St Michaels to have the same capacity. This will then enable us to provide enough meals for all schools in September.

The recruitment process has started for the potential 56 extra staff that will be needed across BANES schools.

Small Schools Transitional Funding

In addition to the revenue funding, all small schools (up to 150 pupils on roll) will receive a minimum of £3,000 to support the implementation of UIFSM. This is for one year only and we have asked for the schools that receive this to give a percentage to help towards the kitchen that provides their meals i.e. Shoscombe, St Julian's Wellow and Camerton are provided by Farmborough which needs a full upgrade.

We have jointly, with myself, Judy Allies and Claire Riggs, introduced individual meetings with the schools and we like to go and have a look at the service and then sit down with as many relevant people as possible to discuss any potential issues or concerns – whether that is layout and functioning of the dining experience, capital needs, equipment or menus. We meet with cooks/dining room staff, SMSA's and senior staff.

Funding for individual meals

Revenue Funding will be based on a rate of **£2.30 for each child newly eligible for UIFSM**. Allocation will be based on pupil data from the January 2014 Schools Census as well as planning assumptions that (i) **87%** of newly eligible pupils will take meals, and (ii) those pupils will take 190 school meals in the course of a full academic year. This provisional allocation will be revised later in the academic year based on actual take-up data derived from an average of the October 2014 and January 2015 Schools Censuses. The payment for the third term of the 2014 to 2015 academic year will be adjusted accordingly.

The B&NES Food Forum is aware of the hard work that schools are already doing and there is already a lot of good practice and great ideas in place and so we made a **short film** to show how common problems can be resolved. **www.DirectorofPublicHealthAward.org.uk/conent/universal-free-school-meals** or **You Tube** This is a great example of what we have been doing jointly as a forum.

Bath and North East Somerset Catering Services Plan

1 Introduction

1.1 Purpose of the Plan

The purpose of this plan is to set the options and direction in which the Service aims to progress over the next 3 years and to also give an understanding of the purpose and the environment in which the service operates.

1.2 Background

The school catering service operates with an expenditure of approximately £2.5M turnover [2012/2013] and over 900,000 meals are sold each year, freshly cooked from locally-sourced supplies. This service is expected to show a break-even position over its core activities and is designated a School Catering Trading Account.

The major recent influences on the service have included:-

- Delegation of finances to schools direct
- A new and improved working relationship between Education and Catering
- Improved training of school cooks
- The school food plan released from John Vincent /Henry Dimbleby
- UFISM from September 2014

1.3 Aims of the school meals service

The principal aim is to provide a quality service to all its customers. The Service exceeds the Council's policy of providing a meal service across all Schools by offering menus that are nutritionally balanced. These expectations are established through research, monitoring and feedback.

It supports the Council's intention to promote community wellbeing by working to reduce health inequalities and promote healthy lifestyles. It works with schools to develop and encourage improvement and enhancement in the dining experience, maximising meal uptake and the provision of free school meals.

The service conforms to nutrient, quality and quantity standards prescribed under Food for Life and uses as much locally produced food as possible and sources much of that food through local suppliers.

We currently have a Bronze Standard Food for Life menu and we are working towards silver. We have dedicated suppliers who supply local produce where ever available.

- Jon Thorner's – Shepton Mallet – meat supplier
- The Story Group – Blagdon – Organic meat supplier
- Charles Saunders – Bristol – frozen / dried food supplier
- Shipton Mill – Tetbury – Organic flour supplier
- Cossey's - Bridgewater – fruit & Veg Supplier
- Community Farm – Chew Magna – Organic fruit & veg
- School milk services – Weston Super Mare – Dairy supplier
- Patterson's – Bristol – cleaning / disposable suppliers

Catering Services asked all schools to sign into SLA for 2 years if they wanted to stay with the service and all but two of our schools have. St Martins Garden and Freshford. St Martins Garden have taken their provision in-house and we are still supplying Freshford but we will be requiring them to make a decision in the next month. We supply packed lunches to Widcombe Junior School for their eligible free school meal children.

We serve approximately 5,500 meals per day with a 42% up take and we are anticipating an increase of 3,000 meals for September.

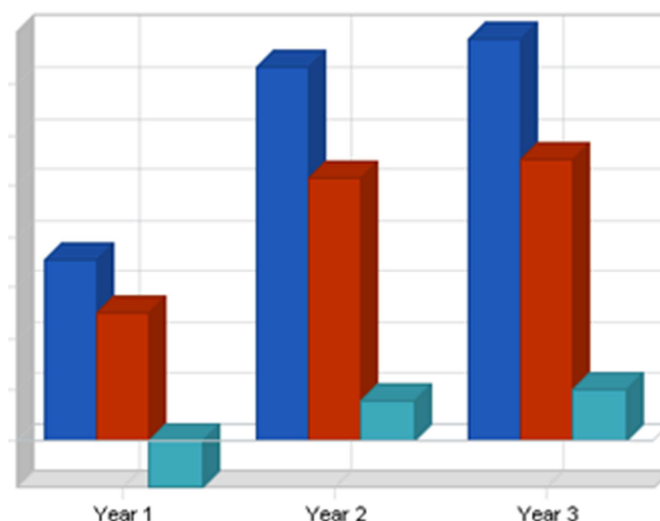
2 Current Business level

The level of service is defined in the Service Level Agreement with Education. At the end of the financial year 2012/2013 the business level was as follows:–

	60 Primary	20 Nursery's
Paid meals provided to pupils	916576	5427
% uptake	41.5	No roll no's
Pupils entitled to free meals	78108	-
Free meals served	243539	-
% uptake of those entitled to free meals	73.3	-
Paid meals to staff	7524	-

Sales are growing, broadly in line with national trends. Increasing revenue while the fixed costs of production remain the same will contribute towards meeting inflationary costs while keeping meal prices the same. School rolls will rise in 2014 and later.

SALES



3 Objectives

The objectives for the next 3 years of operation include:

- To create a service whose primary goal is to provide healthy and well balanced meals to children
- To develop a sustainable service that breaks even with no subsidy
- To develop the service provision to Nursery's
- Continue to serve B&NES primary schools
- Grow demand in each school through providing quality meals and holding prices steady, and through promoting the Food For Life Partnership
- Achieve Gold Food for Life.
- Develop opportunities to provide meals to schools outside B&NES

4 Key to Success

The key to success is to meet and exceed needs in terms of quality of food and excellence of service.

5 Service Summary

The majority of B&NES schools are loyal to this service and want it to continue. It is not economic to provide a service in many schools (mainly those with low daily meal numbers) but if the ethos of providing a uniform service across the whole B&NES area and cross-subsidy between schools continues, then a service in those schools can be afforded.

Kitchens are generally well-located across the area to provide meals that are cooked not far from where they will be eaten. In the event that some kitchens were no longer available, production could be easily transferred.

6 Personnel Plan

- The Catering Manager has overall day to day responsibility for the control and management of the Catering Service.
- Three Supervisors assist the Manager to carry out this function on an operational level. There is also a trainer who deals with the induction of new staff.
- Two training officers training all cooks.
- Each kitchen has a Cook in Charge who is responsible for the day-to-day provision of catering in schools under their control.
- There is 1.5 Administrative Officer who process payroll records, income data, and collation of meal numbers and payment of invoices.

- Nearly all staff are based in schools and are principally involved in the preparation, production and serving of meals.
- Staff turnover is virtually non-existent.
- Staff absence is at 3.86%