

Full Equality Impact Assessment Record

Section 1:

Service:

CYPIS

Title of strategy, policy or service:

Free School Meals

Officers involved in the EQIA:

Julie Gale & Clare Welford

Type of strategy, policy or service (delete below as appropriate):

Existing:



New/proposed:



Changing/Update/ revision



Q1 – What is the aim of your strategy, policy, project or service?

Assess eligibility of parents and carers for Free School Meals and notify schools of those qualifying and those whose qualifying period has ended.

Q2 – Who is it going to benefit and how? If this is a changing function state who will be affected or not longer benefit

Parents, carers, children, young people and schools.

Q3 – What outcomes do you want to achieve?

A greater uptake of Free School Meals by eligible families.

Q4 – Are there barriers to doing this?

Communication to 'hard to hear' families to ensure they know how and where to apply. Not all children want to receive free school meals.

Q5 – How will you put this into practice?

Schools publicise how and where to apply for free school meals as this is linked to the Pupil Premium (as detailed in DfE Education Bill EQIA).

Free School Meals will soon be available to apply for online with a translation service available.

At the Family Information Service Reception Application Promotion there will be assistance and signposting for completion of forms.

Section 2: Information gathering and judging impact

Q6 - What existing information and data do you have?

Children and Young People’s Needs Analysis, Locality Profiles, Census Information and School Census Information. DfE National Data. The new Tribal System will enable more effective monitoring of applications due to linkage with school census data.

Borough of Poole Happy to Help Toolkit for Translation Services and Accessibility Guidance.

Q7- What does this tell us about the likely impact on different groups?

General/all equality groups

There is Government legislation dictating who can access Free School Meals, the barrier to any of the protected groups below would be communication of how to access Free School Meals.

Age

Disability

Gender reassignment

Pregnancy and maternity

Race

Sex

Religion or belief

Sexual orientation

Socially excluded groups

Q8 - Is there any potential for direct or indirect discrimination? Yes

If yes, please use the action plan below to say how this will be mitigated

Section 3: Action planning

Issue	Objective/ Intended outcome	SMART action	Performance Target	Lead	Deadline
General equality issues	Increase applications from eligible families	1. Initiate online applications 2. Explore links with Housing and Benefit and whether FSM can be promoted through this service.	1a. Sept 12 to Sept 13 system operational 1b. A rise in no. of eligible pupils between Jan 13 and Jan 14. 2. Processes for joint working established if feasible.	LG / JG LG / JG LG / JG	

If you have any comments, queries or suggestions to be considered as part of this EQIA please email integrated.services@poole.gov.uk or telephone 01202 261974 or Text Relay on 18001 01202 261974.

EQIA approved by:

Date:

Contact number:

Review date:

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