



## Division of Child Care and Early Childhood Education



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### MEMORANDUM

TO: ALL CHILD NUTRITION PROGRAMS  
FROM: DCCECE / HNU  
DATE: MARCH 27, 2020  
SUBJECT: COVID-19 Nationwide Waiver to Allow Parents and Guardians to Pick up Meals for Children under Child Nutrition Programs

This is an important notice regarding the recent COVID-19 Nationwide Waiver to Allow Parents and Guardians to Pick up Meals for Children.

#### **Nationwide Waiver to Allow Parents and Guardians to Pick up Meals for Children.**

Under the Richard B. Russell National School Lunch Act at 42 U.S.C. 1761(f)(3) and Program regulations at 7 CFR 210.10(a), 220.2 (Breakfast) and 220.8(a), 225.2 (Meals), 225.9(d)(7), and 226.2 (Meals) meals must be served to eligible children. The Act and cited regulations envision Program operators providing meals directly to children, not to parents and guardians picking up meals at non-congregate meal sites on behalf of their children. However, FNS recognizes that in this public health emergency, continuing to require children to come to the meal site to pick up meals may not be practical; however, the goal is to ensure appropriate safety measures are taken while providing meals.

Therefore, under this waiver, Sponsor in a State with an approved waiver allowing non-congregate meal distribution during COVID-19-related operations may distribute meals to a parent or guardian to take home to their children. However, Sponsor must have the parent or guardian complete the Parent Pick Up Waiver Form during the first initial pick up of meals with children present. Sponsor will keep form on file to verify each additional meal pick up, thereafter, by the parent or guardian without children. The Parent Pick Up Waiver Form is located in the SNP Resource Library under COVID-19.

The Sponsor must have a plan for ensuring site maintains accountability and program integrity during Parent Pick Up. This includes putting in place processes to ensure that meals are distributed only to parents or guardians of eligible children, and that duplicate meals are not distributed to any child. The Sponsor must keep a roster of all parents that have signed the Parent Pick Up Waiver Form and document on the roster the number of meals picked up by the parent by date. Sample of roster is located on the SNP Resource library under COVID-19. The roster will be submitted weekly to the state agency along with the reports of numbers of children served, uploaded to the SNP system labeled "COVID-19 (Dates of that week)."

This waiver is effective immediately and remains in effect until June 30, 2020, or until expiration of the federally declared public health emergency, whichever is earlier. Please email the following individuals if you wish to participate in this waiver and have it added to your approved "Non-Congregate Feeding Plan."

Thomas Sheppard, [Thomas.Sheppard@dhs.arkansas.gov](mailto:Thomas.Sheppard@dhs.arkansas.gov)  
Pamela Burton, [Pamela.Burton.DCCECE@dhs.arkansas.gov](mailto:Pamela.Burton.DCCECE@dhs.arkansas.gov)  
Rhonda Betzner, [Rhonda.Betzner@dhs.arkansas.gov](mailto:Rhonda.Betzner@dhs.arkansas.gov)

\*Please note that your program may not go over the site cap that was originally approved.

Please keep this memo on file for quick and easy reference. A copy is also available on the resource library under HNP Mass Alerts and COVID-19 References. If you have any questions regarding this memo, please contact your Program Coordinator at: 501-682-8869.

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