



Child Nutrition Program Administration  
89 Washington Avenue, Room 375 EBA, Albany, NY 12234  
(518) 473-8781 Fax (518) 473-0018  
www.cn.nysed.gov

### Child Nutrition Programs Unanticipated School Closure Waiver Form

Complete this form and submit to [CN@nysed.gov](mailto:CN@nysed.gov). A Child Nutrition Program representative will review the information and provide technical assistance.

SFA Name:

SFA LEA Code:

SFA Contact Name:

SFA Contact Phone:

Please indicate reason for school closure:

List Recipient Agencies (RAs) closed:

Will virtual learning be available during closure?    Yes    No

Select which meal(s) will be offered during the unanticipated closure:    Breakfast    Lunch

What date do you anticipate meal service operations to start and end\*:       to

\*USDA approval is required to serve meals for more than 10 consecutive operating days during unanticipated school closure

How will meals be distributed to students:    Pick-up    Delivery

Will all enrolled students have access to meals?    Yes    No

How will the SFA record meals that are served during the unanticipated closure?

Provide any additional details:

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I understand that submission of this form indicates that the SFA is electing to use the unanticipated school closure waiver and the necessary operational flexibility waivers, as permitted by SED. I understand the requirement to adhere to all applicable regulations and policies governing the federal Child Nutrition Programs, including accommodating children with special dietary needs, as applicable.

Name of SFA Representative

Title of SFA Representative

Date

**SED USE ONLY:**