

## AGENDA

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**Meeting:** Schools Forum  
**Place:** Committee Room III - County Hall, Trowbridge  
**Date:** Thursday 7 October 2010  
**Time:** 1.30 pm

### **Briefing Arrangements:**

Briefing will be held at 11:30 am in Committee Room III and the main agenda item for discussion will be the SEN Review, specifically the increase in delegation to Primary Schools

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Please direct any enquiries on this Agenda to Liam Paul, of Democratic and Members' Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718376 or email [liam.paul@wiltshire.gov.uk](mailto:liam.paul@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225)713114/713115.

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### **Membership:**

#### Voting Members

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Mr N Baker	Head Teacher, Christ Church CE Primary School (Chairman)
Mrs C Williamson	Head Teacher, Mere Primary School
Mrs J Finney	Head Teacher, Dilton Marsh Primary School
Mrs Julia Bird	Head Teacher, Southwick CE Primary School
Mr M Watson	Head Teacher, Lavington School (Vice-Chairman)
Mr G MacMahon	Head Teacher, Sheldon School
Mr C Dark	Head Teacher, Matravers School
Mrs I Lancaster-Gaye	Head Teacher, Rowdeford Special School
<b><u>Substitute</u></b>	
<i>Mr C Kay</i>	<i>Head Teacher, The Clarendon School</i>
Mr D Cowley	Academies Representative, The Wellington Academy
Mr J Foster	School Governor Representative, Coombe Bissett Primary school
Mrs A Ferries	School Governor Representative, St. Patrick's Catholic Primary School
Vacancy	School Governor Representative, Secondary School
Vacancy	School Governor Representative, SEN School
Mr J Proctor	Early Years Development and Childcare Partnership Rep.
Mr C Zimmerman	Maintained Schools with Nursery representative
Mr J Proctor	Early Years representative
Mr J Hawkins	Teacher representative
Mrs Anne Davey	Diocesan representative
Dr Tina Pagett	14-19 representative
Miss S Lund	Parent Partnership representative

#### Observers

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Mrs R Ryan	Parent representative
Neil Owen (secondary)	Parent representative
Alice Kemp (SEN)	Parent representative

# AGENDA

## PART I

Items to be considered whilst the meeting is open to the public.

1. **Election of Chairman**
2. **Election of Vice-Chairman**
3. **Apologies**
4. **Minutes of the previous Meeting** (*Pages 1 - 8*)  
To sign and approve the minutes of the previous meeting held on 26 June 2010 (attached)
5. **Chairman's Announcements**
6. **Report from Schools Funding Working Group** (*Pages 9 - 18*)
7. **Report from SEN & Social Deprivation Group** (*Pages 19 - 24*)
8. **Report from Early Years Reference Group** (*Pages 25 - 28*)  
To note the report and approve the Terms of Reference of the Early Years Reference Group
9. **Report from Schools Services Group**  
To consider a verbal update from a representative of the Schools Services Group
10. **Budget Monitoring and Dedicated Schools Grant (DSG) Update 2010/2011** (*To Follow*)
  - 10.1. **Budget Monitoring** (*To Follow*)
  - 10.2. **DSG Update 2010/11** (*To Follow*)
11. **YPSS Review**  
To receive a verbal update on the review of the Young People's Support Service.
12. **Development of Traded Services** (*Pages 29 - 30*)
13. **DfE Consultation on Schools Funding 2011/12** (*Pages 31 - 88*)  
To note the consultation items outlined in the report and agree the response.
14. **SEN Review - Further Delegation to Primary Schools** (*Pages 89 - 100*)
15. **Early Years - Adoption of a new Local Provider Agreement** (*Pages 101 - 134*)

16. **Early Years - Review of the Single Funding Formula**

To receive a verbal update from Simon Burke, Head of Business and Commercial Services (DCE).

17. **Review of Funding for Employee Termination Costs** *(Pages 135 - 144)*

18. **Schools Revenue Surplus and Deficit Balances 2009/10** *(Pages 145 - 160)*

19. **Section 251 Benchmarking 2010/11** *(To Follow)*

20. **Confirmation of dates for future meetings**

To confirm the dates of future meetings as follows:

02 December 2010

02 February 2011

03 March 2011

21. **Urgent Business**

Any other items of business, which the Chairman agrees to consider as a matter of urgency.

**PART II**

**Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed**

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## SCHOOLS FORUM

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### DRAFT MINUTES OF THE SCHOOLS FORUM MEETING HELD ON 24 JUNE 2010 AT COMMITTEE ROOM III - COUNTY HALL, TROWBRIDGE.

#### **Present:**

Mr N Baker (Chairman), Mrs A Ferries, Mrs J Finney, Kay, Mrs I Lancaster-Gaye,  
Mr G MacMahon, Mr D Morgan, Mr J Proctor, Mr C Shepperd, Mr C Smith and  
Mrs C Williamson

#### **Cabinet Members:**

Cllr Lionel Grundy OBE (Children's Services), Cllr Alan Macrae (Portfolio Holder: Schools)

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#### 49. **Apologies and Substitution of Meeting**

Mrs E Williams Head of Finance explained the usual procedure for the June meeting was to nominate and elect a Chairman for the forthcoming year, however since the Forum were considering a Constitutional paper discussing the membership for the Forum it had been decided to elect a Chair for this meeting only.

#### **Election of Chairman**

On being proposed and seconded, it was

#### **Resolved:**

**That Mr N Baker be elected Chairman of the Schools Forum for 24 June 2010**

Mr N Baker in the Chair

Apologies were received from Mr N Owen, Mr T Hatala, Mr J Foster, Mr C Zimmerman, Mr M Watson, Mr Jim Smith.

#### 50. **Minutes of the Previous Meeting**

#### **Resolved:**

**To confirm and sign the minutes of the meeting held on 4 March 2010.**

51. **Matters Arising**

1.1. **Special Schools Budget - Downlands School**

Following discussions at the Children's Select Committee the issue of recovery plan at Downlands School was raised. The Forum discussed the progress of the financial recovery plan and it was agreed that it should be reviewed at the end of year two to determine whether the plan was working effectively and if transitional support was still required.

**Resolved:**

**To review the financial recovery plan.**

52. **Chairman's Announcement**

The Chairman, after consultation with the Forum, announced that agenda items 12 -14 would be taken after item 6, the minutes reflect this change.

53. **Final Outturn 2009/10 and Initial Budget Monitoring for 2010/11**

Mrs E Williams led the Forum through the headline issues of the report.

The figures showed an improvement in the predicted overspend of £54000 at the end of January 2010 to an underspend of £96000 as at the 31 March 2010. Notable main pressure areas were;

- **Premature Retirement Costs** – related to 70 cases in 2009/10. Proposals on work currently being undertaken to find a potential new funding model would be discussed at the next Schools Funding Working Group and their proposals will be brought to the Forum at a later date.
- **Maternity Costs** – Continue to remain a key cost pressure.
- **Schools Contingency** – This budget underspend was not projected during the year and related to rate adjustments in respect of Schools that had changed status.

After consideration of the main pressure areas on the budget it was

**Resolved:**

**To note the report.**

54. **Dedicated Schools Grant (DSG) Update 2010/11**

1.2. **Final DSG Settlement**

Mrs E Williams, delivered a paper on the Estimate of the Final Schools Grants in the absence of the final Dedicated Schools Grant (DSG) settlement 2010/11 which was expected imminently from the Department of Education.

The estimate was calculated using the data available from pupil numbers gathered in the October census, however the January census is expected to be 217 lower than the initial October data. This error in the assumptions, thought to have been within the calculation of 3 and 4 year olds in full time and part time education in the Early Years Census results in a decrease in the estimated DSG of £879000.

Mrs E Williams expressed that this shortfall should be addressed in year, however this would leave no contingency for dealing with changes such as schools converting to academy status in year, but would enable the continuation of work on this year's priorities as planned.

The forum discussed measures in which to recover the projected shortfall, and agreed that recovery should be taken in year, which would utilise; unallocated head room, provision for rates that is no longer required, underspend from 2009/10 and a reduction in Schools contingency funding.

**Resolved:**

- a. **To address the projected shortfall in the DSG for 2010/11 through a number of measures to reduce impact.**
- b. **Should the final DSG settlement differ significantly from the estimate, the Schools Funding Working Group should meet as a matter of urgency in July to consider further implication on the schools budget.**

**1.3. Financial Implications of National Policies**

Mrs E Williams gave a verbal update on the financial issues surrounding National Policies.

There are currently two bills being considered by the House of Lords which will have financial implications upon the Schools Budget.

- Academies Bill
- Children, Schools and Families Bill

After a lengthy discussion around the implications of these two bills it was

**Resolved:**

**To note that it was the role of schools forum to manage the transitional elements the movement of Schools to Academies and allocate funding appropriately.**

55. **Report from the SEN/Social Deprivation Working Group**

The Forum considered a report from the Schools Forum SEN Working Group.

**The following recommendations were noted and resolved:**

- a. That the service manager agrees the with YPSS Board measures that will enable the budget to be balanced in the current year.
- b. That any unallocated headroom within the Schools Budget in the 2010/11 the YPSS should be a priority for further investment. Any further investment to be targeted towards alternative provision.
- c. That the Specials School revised banding modernisation process should be agreed.
- d. That the needs led staffing model should be adopted for funding purposes in Wiltshire Special Needs Schools.
- e. That the affordability of fully funding the model should be considered with other priorities during the budget setting process.
- f. The SLA and banding model should be agreed.

56. **Report from Schools Funding Working Group**

The Forum considered a report from the Schools Forum School Funding Working Group and noted the report subject to the following amendments.

Debt Write Off

- a. Debt write off for Secondary and Special Schools £5000

**The following recommendations were noted and resolved:**

- a. That differential levels of debt write off for Primary and Secondary Schools be agreed as follows:  
Primary schools £2,000  
Secondary and Special schools £5,000  
And that the funding scheme should be amended to reflect these updated values.
- b. Funding models for the expansion of primary schools – that the Forum recognise the advantages of a staged model for funding expanding primary schools to accommodate pupils moving in to new housing;  
That such a model is not currently affordable and any proposal for funding in the future would need detailed consideration of the costs and implications;
- c. That the needs led staffing model be adopted for funding purposes in Wiltshire Special schools, whilst recognising that schools will develop their own staffing mix according to the needs within each school.



**That the affordability of fully funding the model should be considered with other priorities during the budget setting process.**

- d. Controls on Surplus Balances 2008/09 – that School X be given retrospective permission to use the 2008/09 reserve for a different purpose.**

**That school Y be asked to account for the failure to comply with the scheme and to explain how the excessive balance for 2008/09 was utilised during 2009/10.**

- e. That formal consultation with schools is undertaken to change the funding scheme to require schools to obtain Central Finance endorsement for any lease arrangement (unless it is with Unilink Finance)**

**That a signed declaration from the Head Teacher and Chair of Governors is required on an annual basis to confirm they have read and understood the controls on surplus balances scheme.**

**57. Report from Schools Services Group**

The Forum received a verbal update from Mr Baker from the meeting that had taken place that morning.

**58. Schools Forum Regulations 2010/Constitution**

Mrs E Williams introduced a report outlining the new requirements of the Schools Forum Regulations 2010.

Following discussion on the naming of the Wiltshire equivalent to the 14 – 19 partnership it was,

**Resolved:**

**a. To note the proposals and recommend the amended Terms of Reference to the Cabinet for approval.**

**b. To include at least one Academies member on Schools Forum and review when necessary.**

**c. To include a voting member from the 14 – 19 partnership, or equivalent.**

**59. Control on Surplus Balances**

Mr P Cooch, Manager Schools Accounting and Budgets, introduced a paper updating the Forum on the use of reserves carried forward from 2008/09. Following a lengthy discussion where members discussed schools failing to comply with the rules of the scheme, it was agreed that School Y would be asked to account for its failure and required to explain in full, its excess of reserves was utilised in the following year.

**Resolved:**

**To grant retrospective permission to School X.**

**To request a full account from School Y detailing failure to comply and report on use of reserves.**

60. **Special Schools Banding Moderation Process**

Karina Kulawik, Team Manager Central SEN Services, updated the Forum on the proposed Banding Modernisation process for Special Schools. The Forum, after discussion, agreed the revisions to the banding moderation and that it should be implemented for the October 2010 banding moderation exercise.

It was generally felt that relative values around the bands were right and a bench marking exercise had been undertaken with statistical neighbours. It was agreed that the new values should be implemented. However a decision on the full funding needs led model would be delayed until further budget setting activity had taken place to inform the decision.

**Resolved:**

**To approve and implement revisions for October 2010 banding moderation exercise.**

**To implement the new relative band values.**

61. **Service Level Agreements and Moderation for Resource Bases**

Mrs E Williams highlighted the work being undertaken by a group of Head Teachers and the Head of SEN to develop Service Level Agreements (SLAs) for Resource Bases. The working group have developed a framework to recognise levels of need which will be subject to a moderation process. The group recognised that the development of SLAs were the way forward in which Resource Bases are commissioned with a clear understanding of the needs that are to be met and funded according to the levels of need required within the centres.

Funding models are currently being developed and will be brought to the October meeting for discussion and consideration.

Following discussion it was,

**Resolved:**

**That SLA and banding modernisation was the way forward for the commissioning of this provision.**

62. **Young People's Support Service**

Keiran McCarthy, Head Teacher, Young Persons' Support Services and Paul Senior, Service Director, Targeted Services updated the Forum Members on the financial position of the Young Person's Support Service (YPSS).

The Members were informed that Wiltshire is underfunded in comparison to its' statistical neighbours.

The outturn position for FY 2009/10 was an overspend of £188000, actions have already been taken to prevent this happening again. Members were asked to consider a number of options to address the projected overspend for 2010/11. No available funding is available to offset the overspend. The Forum agreed that the Commissioning Savings through reduced usage and improved commissioning strategies of £20000 would need to be achieved in order to manage their budget in year. The Forum discussed the increased upward trend of exclusion and the 'knock on' effect this had in being able to deliver preventative programmes in Centres and a loss of income this caused.

The Forum focussed on the proposed YPSS Internal Review and the need for funding models to be contained within that. The Forum were clear that future investment would need to be informed by the outcomes of the Review of the Service and would be considered against all the other budget priorities later in the year. The Review would need to be circulated in November prior to Decembers Schools Forum meeting.

**Resolved:**

**To note the report.**

(Duration of meeting: 1.30 - 4.00 pm)

The Officer who has produced these minutes is Anna Thurman, of Democratic Services, direct line 01225 7183769, e-mail [anna.thurman@wiltshire.gov.uk](mailto:anna.thurman@wiltshire.gov.uk)

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## Wiltshire Council

Schools Forum  
7<sup>th</sup> October 2010

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### Report from the Schools Forum School Funding Working Group

#### Purpose of report

1. To report on the meeting of the School Funding Working Group held on 23<sup>rd</sup> September 2010.

#### Main considerations for School Forum

2. The draft minutes of the meeting are attached at Appendix 1.
3. The School Funding Working Group makes the following recommendations to Schools Forum:

4. ***Delegation of School Maintenance Contracts***

The group discussed a proposal to delegate funding for a number of maintenance contracts that are currently held centrally. It was recommended:

- a. That the group agreed with the principle that budgets for these contracts should be delegated
- b. That the potential for a pooling scheme should be investigated with proposals to be brought to the next meeting;
- c. That if contracts are to be managed centrally additional capacity may be required, this would potentially add to the costs of contracts.

5. ***Broadband Connectivity***

The Group considered a report outlining options for funding broadband connectivity in 2011/12 and beyond. Officers were seeking a steer from the group as to the preferred way forward and it was recommended that:

- a. Any charging schedule developed for schools should reflect size of school rather than the real cost of maintaining connectivity in any particular school, this is to avoid disproportionate charges for schools in more rural areas.
- b. Options for the future should be considered at an early stage so that plans can be made for the end of the SWGfL contract at the end of 2012/13.

6. ***Small School Curriculum Protection Formula***

A specific issue in relation to the operation of the small school curriculum protection formula element was considered to establish how the protection element should work if a school were to operate as a Key Stage 1 only school. It is recommended that:

- a. The protection formula should be applied on a pro rata basis ie., protection based on 5 x reception pupils x AWPU plus 10 x Infants pupils x AWPU.

**7. *Schools Balances 2009/10 and Controls on Surplus Balances Scheme***

The group considered those schools who had exceeded the permissible threshold for their 2009/10 balance. It is recommended that:

- a. The 5 schools who have exceeded the permissible threshold for 2009/10 revenue balances should be written to informing them of the amount subject to clawback, giving them until 29<sup>th</sup> October to appeal in writing.

**8. *Working With Academies – Developing Traded Services***

The group considered proposals for working with schools through the autumn period to develop services that would then be offered on a traded basis to academies and Wiltshire schools. It was agreed:

- a. That the recommended process for service proposals to be developed be adopted.

**Proposals**

9. That the following recommendations are considered by Schools Forum:

- a) The approach to delegation of maintenance contracts recommended in paragraph 4 be agreed with proposals to be brought to the next meeting
- b) The recommendations of the Schools Funding Working Group for the funding of broadband connectivity (paragraph 5) be agreed.
- c) The proposed change to the Small School Curriculum Protection formula be adopted (paragraph 6)
- d) That the 5 schools who have exceeded the permissible revenue balance threshold be advised that the balances are subject to claw back following appeal (paragraph 7)
- e) That Schools Forum note the recommendations of the Schools Funding Working Group when considering the paper on Working with Academies (paragraph 8)

**Name of Director Carolyn Godfrey  
Director, Children & Education**

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Report author: Liz Williams, Head of Finance (DCE)  
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**Background papers**

None

**Appendices**

Appendix 1 – Draft minutes of the School Funding Working Group

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## Schools Forum Schools Funding Working Group

### Minutes – 23<sup>rd</sup> September 2010

**Present:** Liz Williams, Colin Kay, Martin Watson, Phil Cooch, John Hawkins, Neil Baker, John Kimberly, Catriona Williamson, Judith Finney, Tristan Williams, Julia Cramp, Paul Collyer (for item 2), Simon Burke (items 3 and 6), Carolyn Godfrey (for item 6), Hazel Ryan

**Apologies:** Catriona Williamson

		Action
1	<p><b>Minutes from Previous Meeting</b> The minutes from the meeting of 17<sup>th</sup> June 2010 were agreed.</p> <p><b>Valuable Lessons</b> – It was noted that the Governors Conference in November had been postponed until early in the new year.</p> <p><b>Capita Upgrade</b> – a meeting with Capita is to take place next week to discuss.</p>	
2	<p><b>Delegation of School Maintenance Contracts (Paul Collyer)</b> PCollyer outlined to the group a number of relatively small contracts currently held centrally for the maintenance of equipment in schools. These included contracts for the maintenance of fire equipment, kilns, gymnasium equipment, etc. PC outlined a number of reasons why the funding for maintenance of these items should be delegated:</p> <ul style="list-style-type: none"> <li>• Health &amp; Safety Executive had commented that we have an inconsistent approach</li> <li>• Responsibility for maintenance is legally with the school rather than the LA</li> <li>• Contracts are not being actively managed centrally and therefore we are not achieving best value. Some schools have fed back that they could do some of the work differently.</li> </ul> <p>Options outlined to the group were delegation based on</p> <ol style="list-style-type: none"> <li>1. Per pupil amount</li> <li>2. Flat rate</li> <li>3. Combination of the two</li> </ol> <p>Total amount to be delegated would be £72k</p> <p>The discussion focussed on the issues of responsibility for the maintenance versus the cost of provision. The group asked whether it would be possible to achieve economies of scale through a central contract rather than schools entering in to contracts individually. The idea of a pooling scheme for this type of contract was discussed.</p> <p>The following recommendations to Schools Forum were agreed:</p> <ol style="list-style-type: none"> <li>1. That the SFWG agreed with the principle that the budgets should be delegated to reflect the responsibility of the schools;</li> <li>2. That the potential for a pooling scheme should be investigated with proposals brought back to the next meeting</li> <li>3. That if contracts were to be centrally held capacity would be required to manage and quality assure and therefore there may be an additional cost to schools for this</li> </ol>	P Collyer

3	<p><b>Broadband Connectivity (Simon Burke)</b></p> <p>SRB introduced a paper outlining options for funding broadband connectivity in schools from 2011/12. Previously broadband connectivity has been funded through ICT Harnessing Technology Grant however this grant has been reduced by 50% in the current year as part of the Government's in year reductions and the current working assumption is that the grant will not continue in 2011/12.</p> <p>Connectivity across all schools in Wiltshire is maintained by the South West Grid for Learning (SWGfL) giving economies of scale across the County and a cross county support service. All authorities in the region have entered in to a contract with SWGfL which extends until March 2013. The total estimated cost for 2011/12 is £1.776 million.</p> <p>Within the paper 3 main options were identified for 2011/12:</p> <ol style="list-style-type: none"> <li>1. Continue with the SWGfL service;</li> <li>2. Cease the SWGfL contract and seek an alternative provider;</li> <li>3. Schools to set up arrangements individually with suppliers.</li> </ol> <p>The group did not consider that Options 2 and 3 were possible for 2011/12 although identified that we need to start working on options for 2013 early.</p> <p>Discussion focussed on how the contract should be funded from 2011/12.</p> <ol style="list-style-type: none"> <li>1. Schools could be charged on the basis of the actual cost of maintaining connectivity in each school. It was noted that this is dependent on geography and therefore is unrelated to the way in which the funding for schools is determined – giving disproportionate impacts on certain schools;</li> <li>2. A charging mechanism could be developed unrelated to the real cost of connectivity but related, for example, to the size of school. An example of a per pupil charge of £27.75 was used.</li> <li>3. The costs could be top sliced from the dedicated schools grant rather than delegated.</li> </ol> <p>JC asked whether there was scope for SWGfL to reduce costs further. SRB confirmed that options ere being looked at.</p> <p>The group proposed a per pupil charge but also stressed the need to look to the future so we are ready for the end of the contract in 2013.</p>	
4	<p><b>Small School Curriculum Protection – Formula change</b></p> <p>PC presented a paper highlighting a specific issue relating to the funding formula element for small school curriculum protection. This formula element currently ensures that regardless of size a school receives 35 AWPU's. Where protection is received the proportion of the component years for the AWPU's is as follows – Reception – 5 pupils, Infants= 10 pupils, Junior = 20 pupils.</p> <p>An issue has arisen in which a school has proposed becoming a Key</p>	

	<p>Stage 1 school only, raising the question of how the curriculum protection formula should be applied as junior age pupils would be attending schools elsewhere and attracting AWPU in those schools.</p> <p>It was agreed that the protection formula should be applied on a pro rata basis ie., protection based on 5 x reception pupils x AWPU + 10 x infants pupils x AWPU</p>	
5	<p><b>Schools Balances 2009/10 and Controls on Surplus Balances Scheme</b></p> <p>HR summarised the position with respect to schools revenue balances at the end of 2009-10 and highlighted those schools where the Controls on Surplus balances Scheme thresholds were exceeded.</p> <p>Schools that exceeded the permissible thresholds were required to complete an Intended Use of Revenue Balances return by 30<sup>th</sup> June. 51 schools had been required to submit a return, revenue balances in those schools totalled £5.918 million.</p> <p>46 of those schools have funds that are considered to have been properly assigned in line with the scheme, 5 schools appear to have excess surplus balances which may not be correctly assigned in accordance with the scheme.</p> <p>It was agreed that 5 schools should be sent letters informing them of the amount subject to claw back, giving them until 29<sup>th</sup> October to appeal in writing.</p> <p>It was noted that revenue balances now stand at £10.914 million, a reduction of £3.047 million, or 21.83%, on the previous year.</p> <p>The number of schools in deficit has increased to 21, an increase of 8 schools.</p> <p>Balances are projected to decrease to £6.2 million in 2010/11 and £1.9 million in 2011/12, based on schools budget templates.</p> <p>MW noted that a number of schools had projected a deficit throughout the year but had ended the year in surplus. It was agreed that work needed to be carried out with those schools to improve financial monitoring and forecasting.</p> <p>JF asked whether comparison was made between revenue balances and standards in individual schools. It was agreed that information should be shared with SIPs.</p> <p>HR also presented a comparison between the Wiltshire Controls on Surplus Balances Scheme and guidance issued by the DCSF in 2009 on good practice. DCSF Guidance states that schools should justify the whole balance not just balances that are above the threshold in the scheme. The Wiltshire scheme does not currently require this but the group recommended that schools should be required to justify the whole revenue balance in future.</p>	PC/HR
6	<b>Working with Academies – Developing Traded Services</b>	

<p>At a previous meeting in July the SFWG had considered the implications of the Academies Bill and the resulting changes in government funding for LA support services. At the July meeting it had been agreed that a questionnaire should be developed to seek information on services that schools might wish to purchase if they were offered on a chargeable basis.</p> <p>SRB explained that he had followed up the idea of a questionnaire with the Council's Research Manager who had suggested that a questionnaire at this stage would not be the best methodology for seeking reliable business data at this stage. SRB therefore proposed a more detailed approach that would yield more reliable information on individual services. This process was proposed as follows:</p> <ul style="list-style-type: none"> <li>• Oct/Nov – groups of Head Teachers to attend facilitated meetings to consider the implications of academies and funding and to consider what services would be required.</li> <li>• Nov/Dec – managers of services to develop products, packages, prices, etc</li> <li>• January 2011 – second series of meetings with HTs to consider the services to be offered</li> <li>• Feb – business plans, service packages to be revised</li> <li>• March - schools invited to purchase services as part of "The right choice for my school..."</li> </ul> <p>CG commented that the timing of this work through the autumn would correspond with the Education White Paper which will give more clarity on roles and responsibilities.</p> <p>EW questioned the ability for all services to be offered on a traded basis from April 2011 as we do not have a mechanism for delegating all of the budgets for these services prior to that date. It may be that services will need to be offered on a traded basis to academies in 2011/12 with further delegation of budgets to enable all schools to be offered services on the same basis from April 2012.</p> <p>The group made the following recommendations:</p> <ol style="list-style-type: none"> <li>1. The Funding Group wholly supported the above proposals and recommended that the discussions with headteachers be facilitated within scheduled meetings of PHF (18 November) and WASSH (14 October or 9 December) if at all possible.</li> <li>2. The Chair of PHF invited the Head of Business and Commercial Services to attend the next meeting of PHF Executive (30 September 2010) to brief colleagues on the proposal.</li> <li>3. That an opportunity to seek Governors' views on any proposals which are developed from the meetings be offered in the new year.</li> </ol> <p>JH asked about the current position in relation to Academies. CG responded that there is currently 1 academy established under the new regulations (Hardenhuish) and it is expected that 2 further secondary schools may get approval for January 2011. some</p>	
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	<p>governing bodies of primary schools had had discussions and are looking at options but generally Wiltshire schools are taking a considered approach. CG noted that the Education White Paper will place the responsibility to encourage diversity in school places with the LA.</p> <p>TW updated the group on the work to look at the development of Special School Academies, including discussions about a national banding formula and reduced need for statements of SEN.</p>	
7	<p><b>Employee Termination Costs</b> EW briefly introduced a paper outlining the legal requirements for the funding of redundancy and early retirement costs in schools. In Wiltshire employee termination costs are currently funded from centrally retained DSG and costs in recent years have met the requirements for this source of funding however the new requirement to fund redundancy costs for staff on fixed term contracts was not eligible to be funded from DSG and therefore needs to be funded by the LA.</p>	
8	<p><b>SEN Formula Issues</b> EW outlined the main recommendations from the SEN Working Group on the changes to the delegation of SEN funding for primary schools. There was a brief discussion on the recommendations however due to lack of time it was agreed that this should be the main agenda item for the Schools Forum briefing on 7<sup>th</sup> October.</p>	
9	<p><b>Date &amp; Time of Next Meeting</b> Date of Next Meeting to be determined</p>	

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## Wiltshire Council

Schools Forum  
7<sup>th</sup> October 2010

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### Report from the Schools Forum SEN Working Group

#### Purpose of report

1. To report on the meeting of the Schools Forum SEN Working Group held on 22<sup>nd</sup> September 2010.

#### Main considerations for School Forum

2. The draft minutes of the meeting are attached at Appendix 1.
3. The SEN working Group makes the following recommendations to Schools Forum:

4. ***Key Stage 2 Attainment Data***

Key Stage 2 attainment data is used as a driver for the allocation of funding to Secondary Schools for SEN. 8 primary schools in Wiltshire boycotted the KS2 SATS in 2010 and therefore it is recommended:

- a. That teacher assessment data is used for these 8 schools.
- b. That an explanatory note is included in the information sent out with schools budget information for 2011/12.

5. ***SEN Review – Further Delegation to Primary Schools***

The group considered the report and recommendations from the working group of Head Teachers who had developed proposals for further delegation of SEN funding to primary schools.

- a. The proposals within the report should be recommended to Schools Forum;
- b. That any implications for the applications of the Minimum Funding Guarantee (MFG) from the implementation of these formula changes will need to be considered once the detail of the MFG rules is known for 2011/12.

6. ***School Funding Consultation 2011-12: Introducing a Pupil Premium***

The group considered the consultation on schools funding issued by the Department for Education (DfE), and focussed their discussion on the measures of deprivation given as options for the basis of allocating the proposed pupil premium.

- a. That Mosaic data be the preferred method for allocation because this is already well used and understood within Wiltshire Schools.

- b. That if a measure of Free School Meal (FSM) eligibility is to be used the group favoured one of the FSM Ever indicators but questioned whether LAs would be required to establish the base data as this could generate significant work.

### **Proposal**

7. That Schools Forum consider the recommendations in paragraphs 4 to 6 above.

**Carolyn Godfrey,  
Corporate Director, Children & Education**

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### **Background papers**

None

### **Appendices**

Appendix 1 – Draft minutes of the SEN Working Group



**Schools Forum SEN/Social Deprivation Working Group****Minutes – 22<sup>nd</sup> September 2010**

**Present:** Liz Williams, Judith Finney, Sarah O'Donnell, Avis Ball, John Hawkins, Trevor Daniels, Julie Le Masurier, Phil Cooch

**Apologies:** Julia Cramp, Phil Beaumont, Karina Kulawik

		<b>Action</b>
1	<p>Minutes from Previous Meeting The minutes from the meeting of 11<sup>th</sup> June 2010 were agreed.</p> <p>It was noted that there is currently no nominated member of the group from WASSH and also that this group is generally not as well attended as the Schools Funding Working Group. A discussion took place as to whether 2 separate working groups were necessary or whether all business related to funding issues should be considered by a single group. The advantage of a single group could be that discussions take place in the knowledge of the overall funding context however the potential disadvantage could be the lack of time to consider SEN issues in sufficient detail.</p> <p>It was agreed that a piece of work should be carried out to establish the roles of the working groups so that this could be considered further</p>	EW
2	<p><b>Resource Bases – Pupil Moderation</b> JLM presented a paper to update the group on the proposed process for moderation of pupils within Specialist Learning Centres (Resource Bases).</p> <p>To date representatives from the Speech &amp; Language Centres have met and been through the moderation process. Feedback from those who participated had been positive. Staff from Complex Needs Centres were scheduled to meet on 29<sup>th</sup> September and the Autism Centres in early November.</p> <p>The outcome of the moderation in each type of centre will now be fed in to needs led funding models which are under development. The models and potential cost implications will be brought to the December meeting of Schools Forum. TD confirmed to the group that it was expected that funding made available through the closure of some Complex Needs Centres could be used to support the new funding model.</p>	
3	<p><b>Key Stage 2 Data</b> Key Stage 2 attainment data is used as a driver for the special educational needs allowance (SENA) funding in secondary schools. JLM informed the group that 8 primary schools in Wiltshire had boycotted the KS2 SATS, affecting data for 278 pupils. 6 of the schools are Trowbridge Schools and 1 is a major feeder for Matravers so there are 3 secondary schools disproportionately affected by this lack of data.</p>	

	<p>It was proposed to use teacher assessment data for pupils in those 8 schools. The LA currently does not have teacher assessment for 1 of those schools and the school has been contacted.</p> <p>The SEN Group recommended that teacher assessment is used for these 8 schools and that an explanation is included in the notes that accompany school funding certificates for 2011/12 to state that this has been the case.</p> <p>The group also stressed that Head Teachers needed to be aware that a boycott of SATS could have an impact on funding in the following year.</p>	
4	<p><b>SEN Formula Review – Primary Delegation</b></p> <p>The group considered the recommendations of the Primary Delegation Working Group. It was noted that the working group had been a Task &amp; Finish Group and had now disbanded.</p> <p>Recommendations were:</p> <ol style="list-style-type: none"> <li>1. That the funding currently delegated (up to 5 hours NPA) should be incorporated in to the new formula;</li> <li>2. NPAs for all types of need should be included;</li> <li>3. Funding currently allocated to pupils in reception as an outcome of Transition in Schools Support Meetings (TISSM) should be included;</li> <li>4. That the new funding model would incorporate a further 5 hours of NPA increasing the level of delegation to the equivalent of 10 hours NPA;</li> <li>5. The notional SEN element in the AWPU should be made explicit as part of the SEN funding received by each school;</li> <li>6. Funding should be allocated on the basis of prior attainment averaged over the previous 3 years and latest social deprivation information;</li> <li>7. That the weighting should be 75% on prior attainment and 25% deprivation;</li> <li>8. An AWPU element should be included in the formula;</li> <li>9. A flat rate element should be included;</li> <li>10. A mechanism for protecting schools with a high percentage of statements should be included. Using September 2010 data this would affect 5 schools;</li> <li>11. Transitional protection of 50% should be applied to schools experiencing a reduction of SEN funding of more than 1% of the total schools budget. Using September data this would apply to 4 schools in the proposed model</li> </ol> <p>Total funding delegated is proposed to be £2,750,592 which includes the funding currently delegated (ie., the first 5 hours), the funding above 5 hours of NPA up to the 10 hours level for all statements, NPAs up to 10 hours currently allocated for hearing, visual, physical, speech &amp; language and behaviour needs, and an additional £700k from centrally retained SEN budgets including TISSM funding and the Independent Special Schools budget. The group recognised that this will need to be considered in the context of the overall schools budget</p>	

	<p>settlement.</p> <p>A further proposal to be considered is the need to add NPAs from the PASISS Teams to the funding delegated to secondary schools in order to achieve a consistent approach.</p> <p>Any implications for the application of the Minimum Funding Guarantee (MFG) from the implementation of these formula changes will need to be considered once the detail of the MFG rules is known for 2011/12.</p> <p>It was agreed that this was a move in the right direction and that the proposals in the report should be recommended to Schools Forum.</p>	
5	<p><b>School Funding Consultation 2011-12: Introducing a Pupil Premium</b></p> <p>PC updated the group on the consultation document issued by the Department for Education (DfE) on school funding for 2011/12. The document focuses particularly on the proposed introduction of a Pupil Premium from September 2011.</p> <p>The pupil premium is to be based on social deprivation and will cover pupils from reception to year 11. The consultation document includes proposals to include a premium for Looked After Children and also for children from service families.</p> <p>There is a proposal in the document that the pupil premium should move towards a single national rate rather than reflect differential funding levels for different authorities. It was agreed that Wiltshire should support this proposal.</p> <p>The group considered the measures of deprivation given as options for the basis of allocating the pupil premium. The options being considered are:</p> <ul style="list-style-type: none"> <li>• Free School Meal eligibility</li> <li>• Free School Meals Ever – 3 years. This would incorporate all pupils who had been eligible for FSM in the last 3 years</li> <li>• Free School Meals Ever – 6 years</li> <li>• Tax Credit Indicators</li> <li>• Mosaic or Acorn data – based on post codes</li> </ul> <p>The group were supportive of using the Mosaic data because this is the data already used by Wiltshire schools for funding allocation and also for other purposes.</p> <p>It was recognised that the document is signposting respondents towards FSM. It was felt that the base data for the FSM Ever indicators could be difficult to establish and the question as to who would need to do this was raised.</p>	
10	<p><b>Date &amp; Time of Next Meeting</b></p> <p>Next meeting scheduled for 19<sup>th</sup> November 9.30am at County Hall</p>	

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## **THE EARLY YEARS' REFERENCE GROUP – TERMS OF REFERENCE**

### **1. Introduction**

The Early Years Reference Group (EYRG) was brought together in 2007 as a sub-group of the Wiltshire Schools' Forum in response to the Government's plans for Nursery Education Funding reform. It is recognised that the EYRP needs to be established on a more permanent basis.

Key to successful delivery of the free entitlement is for local authorities to achieve a balance in their priorities; securing sufficiency, quality and accessibility in free provision. Critical to achieving this is a strong partnership between LAs and providers in all sectors; private, voluntary, independent, maintained and childminders, to enable them to assess and meet demand according to local circumstances and market.

### **2. Current Purpose**

The purpose envisaged for the EYRG was to offer advice, experience, information and recommendations to the Local Authority and the Wiltshire Schools' Forum in relation to the practical exercise of developing, reforming and implementing early years funding arrangements including:

- costing the current free early years entitlement;
- modelling a new single local funding formula for distributing the funding for the free entitlement between all early years sectors in a fair and transparent way, including impact assessments of each model;
- implementing the new formula, including any appropriate transition or protection mechanisms;
- reviewing the new formula.

To act as the principal channel by which those involved in ownership and management of early years settings may convey their views.

### **3. Proposed Terms of Reference Autumn 2010**

As the initial detailed work on the development of the funding formula has been completed it is clear that the EYRG continues to have an important role to play. To recognise this role and to clarify the status of the group it is proposed that the Schools Forum adopt terms of reference for the EYRG.

Terms of reference are proposed as follows:

To offer advice, experience, information and recommendations to the Local Authority and the Wiltshire Schools' Forum to ensure early years and childcare funding follows national and local requirements and priorities. The aim being to secure the best possible outcomes for children by delivering an entitlement which is high quality, flexible and accessible, and gives parents choices about what is best for their children.

This will include:

- promotion of sustainability and preservation of a mixed market, as well as encouraging clear terms of engagement with parents as key delivery partners;
- acting as the principal channel by which those involved in ownership and management of early years settings may convey their views;
- monitoring the impact of the single formula including undertaking ongoing costing analyses of the free early years entitlement as necessary, and reviewing its operation for future funding periods, including impact assessment;
- providing a view on the arrangements for the administration of central government grants for early years and childcare administered locally.

To act as the principal channel by which those involved in ownership and management of early years settings may convey their views.

#### **4. Membership**

The membership of the EYRG should be representative of the different types of early years education providers across the county who are eligible and registered to offer free entitlement nursery education.

Membership:

- 4 representatives of private sector nursery education providers
- 4 representatives of voluntary sector nursery education providers
- 1 representative of independent schools providing nursery education
- 1 representative of Children's Centres
- 1 representative of District Specialist Centres
- 1 representative of childminders
- 1 representative of LA primary schools which have nursery classes.

Members will be selected by inviting expressions of interest all nursery education providers and selected by the LA in consultation with the chair of the Schools' Forum with a view to maintaining a geographical spread in the membership.

Membership will normally last for up to three years from the date of appointment.

Members unable to attend a meeting may nominate a substitute from the same sector to attend on their behalf.

The group will be supported by officers of Wiltshire Council as determined by the Director for Children and Education.

The council will provide the services of a clerk to the EYRG.

As is the practice for all sub-groups of the Wiltshire Schools' Forum, meetings will be chaired by a senior officer of the council.

## **5. Conduct**

In carrying out their functions, members of the EYRF are expected to act in accordance with seven principles of public life set out in the first report of the Committee on Standards in Public Life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

It is important that Reference Group members take a strategic view of the issues they are considering when contributing to the Group's business by focussing on the needs of the children and young people of Wiltshire generally (0-19).

## **6. Recommendation**

The above proposals were considered, amended and endorsed by the Early Years Reference Group at its meeting held on 24 September 2010.

Schools Forum is recommended to adopt the Terms of Reference, membership and conduct for the Early Years Reference Group as set out in paragraphs 3, 4 and 5 above.

**Carolyn Godfrey**  
**Corporate Director for Children and Education**

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Unpublished documents relied upon in the preparation of this report: None

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**Wiltshire Council  
Schools Forum  
7<sup>th</sup> October 2010**

## **Development of Traded Services**

### **Introduction**

1. At its meeting held on 13 July 2010 the School Funding Working Group considered the implications of the establishment of more academies and changes in Government funding upon the support services provided by the local authority. It was agreed that officers develop options for offering services on a chargeable basis to schools and academies and that a questionnaire survey be commissioned to seek information on services which schools might purchase if they were offered on a chargeable basis.
2. This proposal has been explored with the council's Research Manager and an alternative approach is recommended.

### **Gathering Reliable Business Information**

3. Information to be applied to inform the design of a structure and the engagement of capacity to be sold needs to be robust and reliable if it is to contribute to successful business planning.
4. Questionnaires are useful for gathering data for a 'spot-check' type of approach. Responses are usually quick and relate to current understanding and emotion. They are used by companies to consult customers over questions of detail and to reinforce allegiance to a product but are not well suited to the consideration of complex decisions or developing knowledge of how sophisticated customers will behave in a new situation.
5. To acquire more reliable information, research methods need to engage with customers to be able to gather information in depth and to assist them in their understanding of the context in which their decisions will be made.
6. It is rather too early to seek business information from schools overall as their levels of perception of a future context will vary greatly. The information obtained is unlikely to be reliable enough to support business planning. Information in depth from schools when they have a good understanding of the context in which they would be operating. At present neither schools nor the LA know the funding available, their statutory requirements, competing priorities or the prices and products to be offered, all of which will influence their decisions as customers.

### **Proposal**

7. It is proposed that the research take a more sophisticated approach which will take longer but yield more reliable information.
8. October/November 2010 - Groups of headteachers will be invited to attend facilitated meetings to consider the implications of academy status, increased delegation and reductions and transfer of funding. As well as seeking their views on what services would be required, the facilitators will seek to tease out the spirit and get a feel for the way their ambitions are going. We might choose to focus upon secondary schools only in the first instance.
9. November/December 2010 - Managers of services will develop products, packages and prices of services to be offered to schools taking account of the views of schools.
10. January 2011 – Second series of meetings for groups of headteachers to consider the services proposed to be offered.

11. February 2011 – Service managers to revise products. Packages, prices and their business plan in light of views from schools.
12. March 2011 – Schools could be invited to purchase some services as part of “The right choice for my school...” framework

### **Timescales for Delegation of Funding**

13. Academies will receive funding for local authority support services directly in the Local Authority Central Spend Equivalent Grant (LACSEG) paid to each academy via the Young Persons Learning Agency (YPLA). Services provided to academies will therefore be offered on a chargeable basis from April 2011 except for those services which the LA has retained statutory responsibility and funding for.
14. The work described in paragraphs 7 to 12 above will inform proposals for further delegation of funding to maintained schools. Methodologies for the delegation of budgets will not be finalised by April 2011 and therefore this will need to be developed further during 2011/12 for full delegation where appropriate in 2012/13.

### **Recommendations from the Funding Group**

15. The Funding Group wholly supported the above proposals and recommended that the discussions with headteachers be facilitated within scheduled meetings of PHF (18 November) and WASSH (14 October or 9 December) if at all possible.
16. The Chair of PHF invited the Head of Business and Commercial Services to attend the next meeting of PHF Executive (30 September 2010) to brief colleagues on the proposal.
17. That an opportunity to seek Governors’ views on any proposals which are developed from the meetings be offered in the new year.

### **Conclusion**

18. The Head of Business and Commercial Services to liaise with the Research Manager to develop an appropriate approach to incorporate perceptions of a wide range of council services for exploration with headteachers.

### Report author:

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### **Background papers**

None

### **Appendices**

None

## **School Funding Consultation**

### **Purpose of the paper**

1. To inform Schools Funding Group that the DfE has launched a school funding consultation and to agree a response. The consultation seeks views on proposed arrangements for the operation of the pupil premium and the distribution of the Dedicated Schools Grant to local authorities for 2011-12. It seeks views on the overall funding methodology and puts forward options for how elements of the pupil premium should operate. The consultation runs from 26 July to 18 October - 12 weeks. The school funding consultation was announced in Parliament on 26 July 2010.
2. The full consultation document is attached at Appendix A.
3. A draft consultation response is attached at Appendix B.

### **Summary of Consultation Items**

#### **4. Pupil Premium**

- 4.1 One of the Government's key priorities is to introduce a pupil premium to support disadvantaged pupils, who continue to underachieve compared with their peers. Funding for the premium, which will be introduced in September 2011, will come from outside the schools budget to support disadvantaged pupils from Reception to Year 11. Schools will decide how best to use the premium to support the attainment of disadvantaged pupils.
- 4.2 The intention is to allocate the funding by means of a separate specific grant and not through the Dedicated Schools Grant (DSG). The size of the premium will vary between areas to reflect current differences in funding, ensuring that more money is available for currently lower funded authorities. Over time, this will mean that the same amount of funding will be available for deprived children no matter where they are. The DfE are seeking views on the indicator to determine which pupils should attract the premium.
- 4.3 Looked After Children (LAC), who generally have poor attainment, will be covered by the pupil premium using a separate process via local authorities since deprivation indicators do not generally pick them up accurately.
- 4.4 The DfE will explore the scope for extending the pupil premium to include Service children.

#### **5 Funding Arrangements for 2011-12**

- 5.1 To provide stability and clarity in funding and to ensure the transparent introduction of the pupil premium the Government is proposing to retain for 2011-12 the current system for allocating the DSG, based on the "spend-plus" methodology. The intention is to mainstream relevant grants into the DSG but to allow local authorities to use previous levels of grant as a factor in their local formulae to support stability in funding at school level.

- 5.2 Views are being sought on a number of proposals: whether from April 2011 the pupil count for three year olds should reflect actual take up or continue to reflect a minimum of 90% participation where lower; whether to cease to provide DSG for dual subsidiary registrations for pupils registered at pupil referral units; and whether to remove the current cash floor provisions which protect authorities with falling pupil rolls.
- 5.3 Local authorities which are yet to do so will need to implement an Early Years Single Funding Formula from April 2011.
- 5.4 The DfE will also work with partners to review the methodology for funding academies from 2011-12.
- 5.5 The DfE will allow local authorities to apply for additional funding in respect of schools which serve large numbers of children of parents from the Armed Services and which face falls in pupil numbers due to Armed Forces movements, and also for home educated pupils.
- 5.6 The Government's intention for the longer term is to bring in a simpler and more transparent funding system. This should help reduce the funding differences between similar schools in different areas.

## **6 Next Steps**

- 6.1 The consultation runs from 26 July to 18 October - 12 weeks.
- 6.2 The Government intends to give indicative DSG allocations for 2011-12 to local authorities, and to announce the level of the pupil premium for each local authority, in November or early December, following the Comprehensive Spending Review announcement on 20 October 2010.

## **Recommendation**

- 7. School Funding Group is asked to note the consultation items and agree the response.

CAROLYN GODFREY  
Director, Department for Children & Education

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Unpublished documents relied upon in the production of this Report: NONE

Environmental impact of the recommendations contained in this Report: NONE KNOWN

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# Consultation on school funding 2011-12

## Introducing a pupil premium



# **Consultation on school funding 2011-12: Introducing a pupil premium**





## Ministerial Foreword

A good education is the key to improving young people's life chances; to enable them to progress into adulthood with the skills and confidence for success. This is particularly true for disadvantaged children, who are far less likely to leave schools with good GCSE results than other children. Yet it is these pupils that are being let down the most by the current school system.

Over the past decade, the gulf in achievement between the rich and the poor has widened, while the attainment gap between fee-paying schools and state schools has doubled.

In the last year for which we have data, out of a cohort of 600,000 pupils, 80,000 pupils were eligible for free school meals. And of those, just 45 made it to Oxbridge. And at the same time, just 2 out of 57 countries now have a wider attainment gap between the highest and lowest achieving pupils.

This is not good enough and addressing this disparity is a top priority of the coalition government. It is for this reason that we are implementing a pupil premium, to ensure that extra funding is targeted at those deprived pupils that most need it.

*The Coalition: our programme for government* set out our intention to fund 'a significant premium for disadvantaged children from outside the schools budget'. This consultation sets out our proposed methodology for allocating such a premium, including options on the best deprivation indicator to use. This money will not be ring fenced at school level as we believe that schools are in the best position to decide how the premium should be used to support their pupils.

We have also included proposals to ensure that Looked After Children, who have consistently low attainment but are often not picked up by deprivation indicators, benefit from the pupil premium.

Furthermore, we are honouring our commitment to rebuild the Military Covenant by exploring the potential for extending the scope of the pupil premium to include additional support for service children.

In addition to consulting on the pupil premium, this document also sets out our intentions for school funding for 2011-12. We will continue with the current methodology for the distribution of school funding to allow for a clear and transparent introduction of the pupil premium. But we also recognise that the funding system should reflect pupil characteristics more closely and so we intend to review the system for funding schools beyond 2011-12.

Furthermore, from April 2011 we will require all local authorities to implement the Early Years Single Funding Formula, in order to improve fairness and transparency in the system and to support diversity of provision.

School funding, like other areas of public spending, will of course be part of the Chancellor's spending review considerations and overall levels of funding for schools will not be known until after 20<sup>th</sup> October. We will be able to provide more detailed funding figures, including

for the pupil premium, after this date.

Our policy for schools and for school funding will be built on our Coalition principles of freedom, fairness and responsibility. It will not be based on the principle of throwing money at the problem and hoping for the best but on a coherent strategy of targeting resources wisely and where they are most needed to achieve the best outcomes. We want a simple and transparent formula that schools can understand and can recognise clearly what the funding priorities are.

Finally we should stress that this is an important document which sets out our plans for school funding, which will affect the budgets of all schools. We hope that interested parties will take the time to read this and respond.



**Michael Gove**  
**Secretary of State for Education**

**Sarah Teather**  
**Minister of State for Children and Families**



## **Executive Summary**

This document sets out proposals for distributing funding for schools in 2011-12. It puts forward options for how the Government's policy to introduce a pupil premium for disadvantaged pupils should operate and seeks views on the overall funding methodology for next year.

The level of funding for schools for 2011-12 will be determined once the outcome of the Government's spending review is announced on 20 October 2010. In reaching decisions there will be a balance between taking urgent action to manage the public finances, while protecting the most vulnerable and recognising that education faces particular pressures.

### **Pupil Premium**

One of the Government's key priorities is to introduce a pupil premium to support disadvantaged pupils, who continue to underachieve compared with their peers. Funding for the premium, which will be introduced in September 2011, will come from outside the schools budget to support disadvantaged pupils from Reception to Year 11. Schools will decide how best to use the premium to support the attainment of disadvantaged pupils.

The intention is to allocate the funding by means of a separate specific grant and not through the Dedicated Schools Grant (DSG). The size of the premium will vary between areas to reflect current differences in funding, ensuring that more money is available for currently lower funded authorities. Over time, this will mean that the same amount of funding will be available for deprived children no matter where they are. We are seeking views on the indicator to determine which pupils should attract the premium.

Looked After Children (LAC), who generally have poor attainment, will be covered by the pupil premium using a separate process since deprivation indicators do not generally include them.

We will explore the scope for extending the pupil premium to include Service children.

### **Funding arrangements for 2011-12**

To provide stability and clarity in funding and to ensure the transparent introduction of the pupil premium, the Government is proposing to retain for 2011-12 the current system for allocating the DSG, based on the "spend-plus" methodology. The intention is to mainstream relevant grants into the DSG but to ensure stability at school level we will allow local authorities to use previous levels of grant as a factor in their local formulae.

Views are being sought on a number of proposals: whether from April 2011 the pupil count for three year olds should reflect actual take up or continue to reflect a minimum of 90% participation; whether to cease to provide DSG for dual subsidiary registrations at Pupil Referral Units; and whether to remove the current cash floor provisions which protect authorities with falling pupil rolls.

Local authorities which have yet to do so will need to implement an Early Years Single Funding Formula from April 2011.

We will also work with partners to review the methodology for funding Academies from 2011-12.

We will allow local authorities to apply for additional funding for schools with large numbers of service children and which face falls in pupil numbers due to Armed Forces movements, and also for home educated pupils.

The Government's intention for the longer term is to bring in a simpler and more transparent funding system. This should help reduce the funding differences between similar schools in different areas. We will work with key partners to consider how best to bring this about.

### **Next steps**

The consultation runs from 26<sup>th</sup> July to 18<sup>th</sup> October – 12 weeks. We are aware that this period includes the summer break. Unfortunately we cannot extend the deadline for responses as we need to give sufficient time for the calculation of local authority and school budgets. We intend to give indicative DSG allocations for 2011-12 to local authorities, and to announce the level of the pupil premium for each local authority, in November or early December, following the Comprehensive Spending Review announcement on 20<sup>th</sup> October 2010.

## Introduction

1. This document sets out proposals for the distribution of school funding for 2011-12. It supports the Government's objectives, principally the introduction of a pupil premium for disadvantaged pupils from September 2011. It seeks views on the overall funding methodology and puts forward options for how certain elements of the pupil premium should operate.
2. The Government has made clear its intention to introduce a pupil premium for disadvantaged pupils up to the age of 16. Such pupils significantly underachieve compared to their peers and a premium, which would involve providing additional funding specifically linked to disadvantaged pupils, would have the primary objective of boosting their attainment. Funding for the premium will come from outside the schools budget. It will be for schools to decide how best to use the premium to support the attainment of disadvantaged pupils. The premium will not apply at this stage to early years, partly due to data constraints, but the Government is exploring the scope to extend the pupil premium to early years pupils in the future, subject to Spending Review decisions and an assessment of the value for money case. In doing so, we will consider the balance of the premium between different phases of education.
3. To support the introduction of the pupil premium the Government is proposing to retain for 2011-12 the current system for allocating the Dedicated Schools Grant (DSG), using the spend-plus methodology. This will help to provide stability and clarity for schools in the forthcoming year and will aid the transparent introduction of the pupil premium, ensuring it is visible to all schools.
4. The Government is aware of the previous consultation issued in March 2010 on the future distribution of school funding and is grateful for the work of partners in developing proposals. It has considered the consultation responses in the context of its own aims and objectives about how schools should be funded, in particular that a less complicated system can and should be developed. It supports proposals to mainstream grants into the DSG as a step on the way to reducing the complexity of the system and accepts some of the principles that were put forward. An analysis of the consultation responses is available here:  
<http://www.dcsf.gov.uk/consultations/index.cfm?action=conResults&consultationId=1709&external=no&menu=3>
5. Longer term the Government is looking to bring in a simpler and more transparent funding system and will work with key partners to consider how best to bring this about. In particular, it is our intention to introduce a fairer, formulaic basis for distributing funding and to reduce differences in funding between similar schools in different areas. In developing proposals we will consider the previous work of the Formula Review Group.
6. It is not possible to say at this stage what the overall level of funding will be for 2011-12 and beyond. The Government has recently launched its spending review, the outcome of which will be announced on 20<sup>th</sup> October 2010. The Government has, however, made clear that its first priority is to tackle the unprecedented deficit that the nation faces. As with other public services, there will be difficult decisions about the level of funding for

schools over the spending review period. In reaching decisions there will need to be a balance between taking urgent action to manage the public finances, while protecting the most vulnerable and recognising that education faces particular pressures.

7. We are unable to exemplify the funding levels for individual local authorities until the spending review is complete. However, the consultation puts forward the principles for distributing the funding between areas. We intend to announce indicative 2011-12 allocations to local authorities in November or early December 2010 in line with previous practice.
8. There are two sections to the paper:
  - Section 1 – Introducing a pupil premium for disadvantaged pupils; and
  - Section 2 - Methodology for allocating school funding for 2011-12.
9. The proposals in this document apply to **England** only.

## Section 1

### Introducing a pupil premium for disadvantaged pupils

10. Children from disadvantaged backgrounds often do not do as well at school as they could or should. Young children who start off in the bottom 20 per cent of attainment in the Early Years Foundation Stage Profile are 6 times more likely to be in the bottom 20 per cent at Key Stage 1 than their peers. For disadvantaged pupils, a gap opens at KS1 and increases over time. By the end of KS4, a pupil not entitled to free school meals (FSM) is over 3 times more likely to achieve five good GCSEs as one who is entitled. Just 2 out of 57 countries now have a wider attainment gap between the highest and lowest achieving pupils.
11. The statistics are shocking. In 2009:
  - 53% of the Key Stage 2 (KS2) pupils known to be eligible for FSM achieved the expected level in both English and mathematics compared to 75% for non FSM pupils, a gap of 22% - virtually the same as the previous year.
  - At KS4 just 27% of pupils eligible for FSM achieved 5A\*-C GCSEs or equivalent, including English and mathematics, compared to 54% for pupils not eligible for FSM.
  - 33% of pupils in the 10% most deprived areas achieved 5 or more GCSEs at grades A\*-C or equivalent including English and mathematics, compared with 72 percent in the 10% least deprived areas.
  - around 40% of pupils eligible for FSM at KS4 were also identified with Special Educational Needs.
12. Gaps persist through all stages of education, including entry into Higher Education. A pupil from a non-deprived background is more than twice as likely to go on to study at university as their deprived peers. In the last year for which we have data, out of a cohort of 600,000 pupils, 80,000 pupils were eligible for free school meals. And of those, just 45 made it to Oxford or Cambridge.
13. This underachievement has persisted for many years. Despite the increased funding for schools provided under the previous government, the funding currently allocated in the system for deprivation does not always reach the pupils who need it most. This means that these pupils are not getting the extra support they need. Over the past decade, the gulf in achievement between the rich and the poor has widened and the attainment gap between fee-paying schools and state schools has doubled.
14. Every child has potential and can succeed with the right help and support. No barrier should ever be allowed to hold a child back from fulfilling their potential. The Government will empower schools by giving them much more freedom, so they can respond to their pupils' individual needs. We are moving swiftly to remove unnecessary bureaucracy and regulation from schools and to reduce prescription in the National Curriculum. This will allow schools to focus more of their time and attention where it is most needed - on raising the attainment of disadvantaged pupils.

15. Free Schools will provide an opportunity for local parents and communities, including those in disadvantaged areas, to have more of a say about how their schools should be run and where resources and energies should be focused. The Academies programme has a good track record of success working in many of the most disadvantaged areas of the country and we are now opening up the Academies programme to all schools including, for the first time, primary schools and special schools.
16. The Government believes that schools are best placed to assess what additional provision should be made for the individual pupils within their responsibility. So the purpose of the additional funding is to help schools to raise the attainment of disadvantaged pupils and it will be for schools to decide how it should be spent. Schools may, for example, use the money to provide extra support for disadvantaged pupils to do their homework or provide support for parents to encourage them to engage with their child's learning. The overlap of deprivation and SEN means that the pupil premium will also help schools to provide additional support to pupils with SEN. Furthermore, there may be pupils that schools consider to be educationally disadvantaged and in need of extra support, but who do not attract the premium. This might include for instance children not on the previous year's census, or those with SEN who are outside the scope of the indicator chosen. Schools could of course include those pupils, and others, in their plans for the use of the additional money.
17. The Government will help schools to decide how best they can use the money to raise pupil attainment by publishing information and evidence about what works, including about the impact of new and innovative practice. The Government will also want to monitor the achievements of disadvantaged children who are likely to benefit from the premium. The transparent nature of the allocation should make it easier for schools to devise strategies for improvement. We are giving schools the freedom to decide how to use the pupil premium to improve the attainment of disadvantaged pupils, and we will look at the most accessible way to publish data about the attainment of disadvantaged pupils, so that parents and others can judge how well they are doing at each school.

### **The Operation of the Pupil Premium**

18. This section is about how the pupil premium will operate, and in particular:

- How the premium will be funded;
- How it will be distributed;
- How it will be calculated;
- Which deprivation indicator to use.

#### Funding for the premium

19. The Government is determined to address the current inequalities that exist for deprived pupils to ensure that they have a better chance of success. It believes that this is best achieved through a pupil premium using additional resources from outside the schools budget.
20. It is not possible at this stage to specify the amount of funding available for the pupil



premium. Like other areas of spending, it is subject to the spending review considerations, the results of which are due to be announced on 20th October.

#### Method of distributing the premium

21. To ensure that the funding available through the premium is clearly identifiable and can be easily targeted at the relevant pupils, the Government is intending to distribute the premium as a separate grant outside the DSG. The grant will be available from September 2011.
22. The grant will be paid to local authorities based on figures from the previous January school census. Conditions of Grant will require local authorities to pass it on in its entirety to maintained mainstream schools using specific defined per pupil amounts, for every relevant pupil in years from Reception to Year 11 (4-15 year olds on the census). In the case of Academies, the Young People's Learning Agency (YPLA) will pay the grant at the same level as other schools within a local authority area.
23. Longer term the intention is that the premium will become the main mechanism for allocating deprivation funding to schools, as part of a new formula, rather than continuing as a separate grant.

#### How the premium is calculated for each local authority area

24. The simplest way of calculating the premium would be to assume that each deprived pupil would receive the same level of funding as the premium builds up regardless of where they live. However, the existing system currently delivers significantly different levels of funding for pupils around the country, which would not be recognised by this approach.
25. The Government believes it is right to recognise differences already in the system for funding deprivation. Whilst it is not possible to say at this stage what the level of the premium will be, the proposed methodology involves increasing the amount over time so that the amount allocated to local authorities and schools in total for each deprived pupil will be the same around the country, subject to an Area Cost Adjustment (ACA). This total would incorporate the general unit of funding, additional grants to be mainstreamed, and the pupil premium. Therefore the size of the pupil premium will vary from area to area depending on their current level of funding.
26. As the premium is built up, this would compensate for differences in funding by providing higher funding for schools with deprived pupils in areas that currently receive lower levels of funding. If the total amount of funding available for the pupil premium means that the basic allocation for one or more local authority is above the target level for the premium, the Government will consider the case for applying a minimum premium to those authorities.
27. We intend to include an ACA in the methodology to reflect the need for schools in some areas to pay higher salaries to their staff. The Government recognises that there has been an issue around the ACA and, in particular, that the General Labour Market geographies, which underpin the DSG methodology, do not align with pay bands used for the

teachers' pay calculations. This is a particular issue for the six London authorities that are treated as inner London for pay band purposes while being classified as outer London in the GLM methodology. We propose that the ACA to be applied to the pupil premium should be one that takes into account the pay band geographies, such as a "Hybrid" approach which was strongly supported during the consultation on the DSG review.

28. The charts at Annex A illustrate how the pupil premium will be calculated.

#### The deprivation indicator for the pupil premium

29. Several indicators for measuring deprivation which could be used for distributing the premium currently exist. The Government is keen to hear views about which indicator would be most suitable. The aim is to use the indicator that best represents the pupils that need to be targeted because of additional educational need caused by socio-economic deprivation.

30. The options being considered are:

- Free School Meal eligibility – which could be current eligibility or a measure of whether a pupil has **ever** been eligible for FSM;
- Tax Credit Indicator – pupils in families in receipt of out of work tax credit; and
- Mosaic or Acorn – commercial packages used by some local authorities which are based on classifications of postcodes.

31. We are not considering using reported SEN as an indicator, due to wide variations in reporting and identification practices. However, the central focus of the pupil premium is to raise the attainment of disadvantaged pupils, and the strong link between high incidence SEN and deprivation means that the pupil premium will be targeted at a significant number of pupils with SEN.

32. To ensure the premium is as effective as possible it should be able to target funding at individual pupils. The table at Annex B provides more detail of how each of the indicators operates, what proportion of pupils are covered and the advantages and disadvantages of each option. Consideration of each of the options is set out below.

#### (i) Current Free School Meals (FSM) eligibility

33. Allocating funding on the basis of FSM eligibility, as recorded on the pupil-level annual school census, has the very substantial benefit that it reflects the specific characteristics of the individual pupil. It is easily collected and is updated annually.

34. There is also a strong link between whether a pupil is registered as eligible for FSM and underachievement. On average, pupils who are eligible for FSM have lower educational outcomes than otherwise similar pupils who are not eligible for FSM, even when controlling for prior attainment. This is also true within schools; FSM pupils tend to make less progress than similar pupils in their school who are not eligible for FSM. FSM gaps within schools tend to be largest where the proportion of pupils eligible for FSM is small; where there are higher proportions of FSM pupils there is, on average, a smaller FSM gap in raw attainment and in progression. The Government is very attracted to FSM as a

measure due to its clarity, simplicity, and pupil-level nature. We would expect that if FSM eligibility is used for the pupil premium, then this may improve the quality of the data.

35. The main issues with this indicator are:

- It is a binary measure that means that those just above the threshold may have similar characteristics and disadvantages but attract no funding;
- It is generally considered that this measure under-reports true levels of deprivation because some families do not claim at all and the proportion claiming a meal falls as pupils get older. Currently 16% of pupils are eligible for FSM which is low compared to other deprivation indicators;
- It currently reflects registered eligibility for free meals rather than actual eligibility; and
- This indicator was not well supported in the previous consultation on the DSG, although the proposal was that it be used to allocate funding to local authorities, where its pupil-level nature was less important.

#### "Ever FSM" measures

36. An alternative to FSM is an "Ever" FSM measure. This measure would cover a wider cohort as it would include pupils who have been registered as eligible for FSM at any point in the previous three or six years. This would mean that Year 8 pupils, for example, would be included if they had been eligible for FSM at any point between Y3-Y8. This would recognise that pupils do not lose their additional educational needs just because they cease to be eligible for FSM or recorded as so. It may also better reflect children from families who move in and out of low paid work.

37. For each key stage, using an 'Ever' measure of FSM eligibility will pick up a higher proportion of pupils who are identified as underachieving. The table below shows that for all curriculum years the percentage of pupils included when looking at eligibility over the last six years increases significantly to 24% compared to the 16% using current eligibility, as recorded in January 2009 School Census.

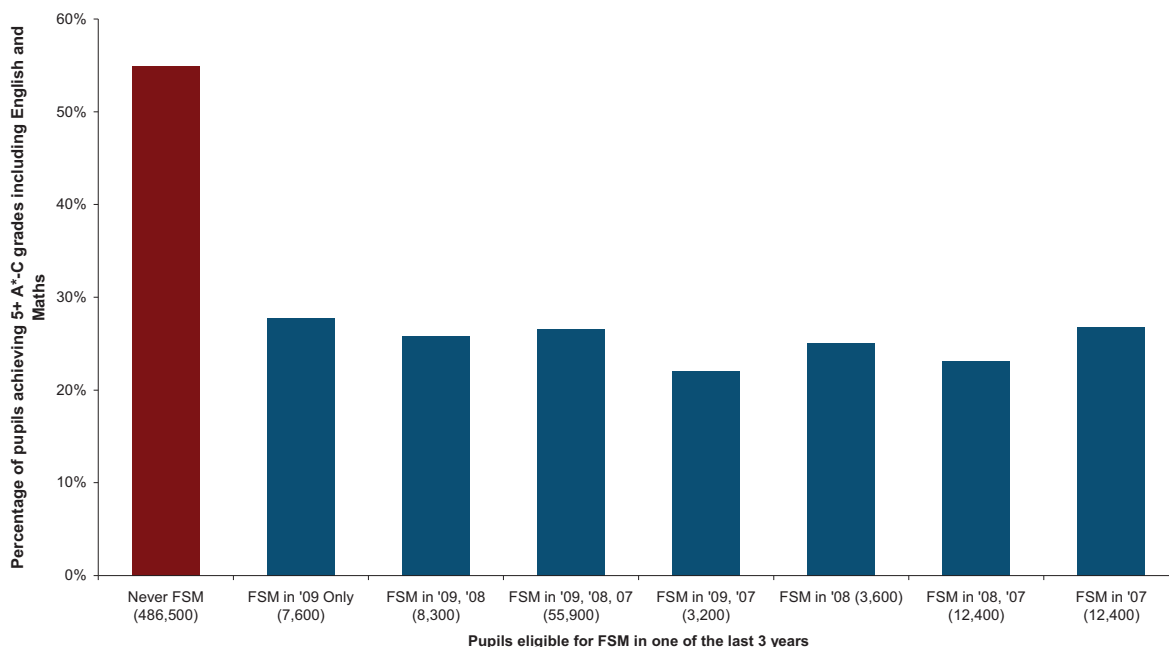
	FSM	Ever FSM - 3 Year	Ever FSM - 6 Year
All National Curriculum Years	16%	19%	24%
R	16%	16%	16%
1	17%	20%	20%
2	18%	22%	22%
3	18%	23%	24%
4	17%	22%	26%
5	17%	22%	27%
6	16%	21%	27%
7	17%	22%	27%
8	16%	21%	26%
9	15%	20%	26%
10	14%	19%	25%
11	13%	17%	24%

(ii) Pupils eligible for FSM in one of the last 3 years

38. This deprivation indicator would include pupils known to be eligible in one of the last three years and would cover 19% of the school cohort. The analysis of attainment of KS4 and KS2 pupils applying this measure is set out below:

## Key Stage 4:

Percentage of pupils attaining 5+ A\*-C English & maths at the end of KS4 2009 by FSM status in previous years (Number of pupils shown in brackets)

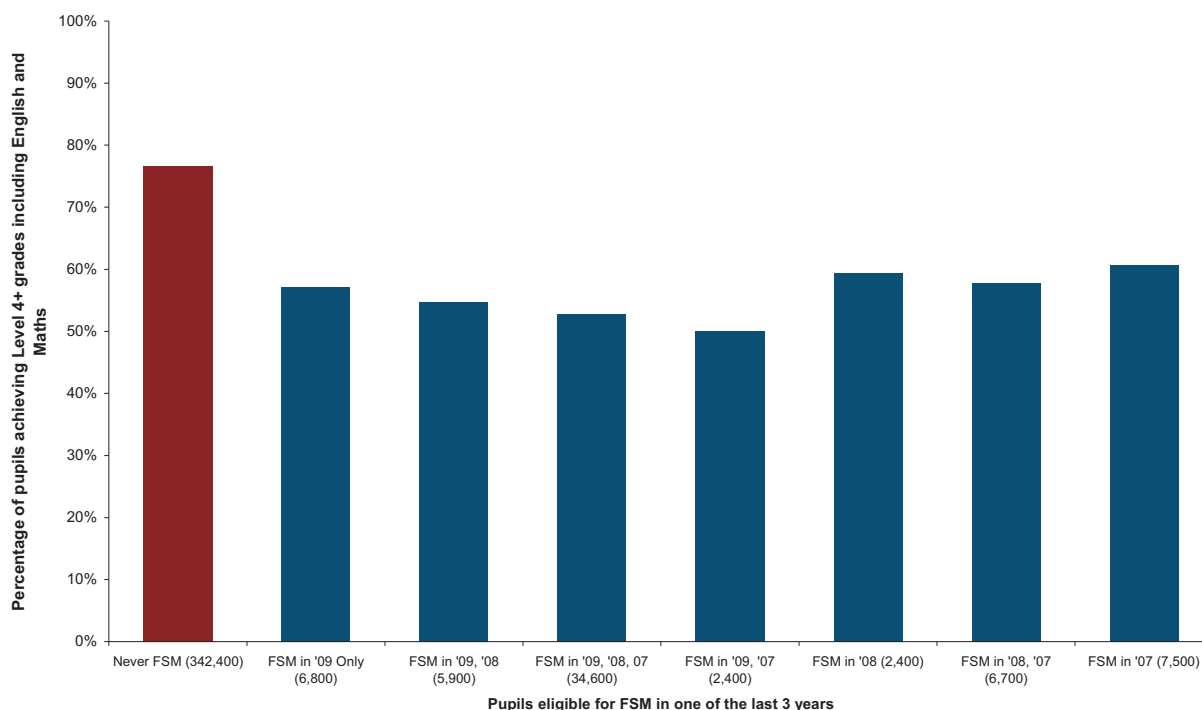


39. The above is an analysis of the 2009 end of KS4 cohort and shows:

- Pupils who were never eligible for FSM (bar on far left) substantially outperform all other groups;
- Those who were FSM at KS4 in 2009 only generally have slightly better outcomes than those who were FSM at some other point. It is known that the percentage of pupils claiming FSM falls as pupils get older and this outcome may reflect the types of pupils who stop claiming in year 11, possibly the more disengaged.

## Key Stage 2:

Percentage of pupils attaining Level 4+ English & maths at the end of KS2 2009 by FSM status in previous years (Number of pupils shown in brackets)



40. The above is an analysis of the 2009 end of KS2 cohort and shows:

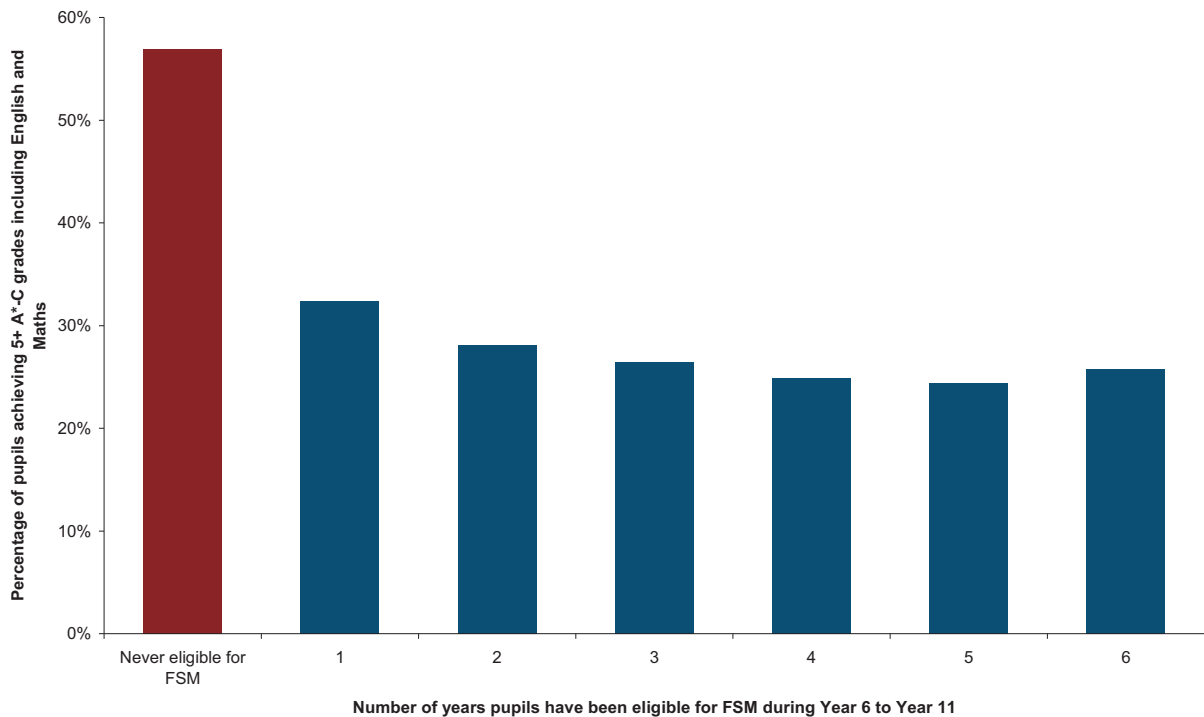
- As with the KS4 cohort, for all categories of FSM there is still an achievement gap between the pupils who were never FSM (77%) and who achieved the expected L4+ in English and maths at KS2 and those who were eligible for FSM at any time in the previous three years;
- Unlike the KS4 cohort, the best outcomes for FSM pupils are not those eligible in 2009, but in the single years of 2007 and 2008.

(iii) Pupils eligible for FSM in at least one of last 6 years

41. This deprivation indicator would include pupils known to be eligible in one of the last six years and would cover 24% of the school cohort. The analysis of attainment of KS4 and KS2 pupils applying this measure is set out below.

42. Evidence shows that generally the longer a pupil has been eligible for FSM the lower the level of attainment. This is illustrated in the graphs below for Year 11 and Year 6 pupils, where pupils who have never been eligible for FSM significantly outperform any category of FSM eligibility.

Percentage of pupils achieving 5+ A\*-C including English and maths at the end of Key Stage 4 in 2009 by number of years FSM (Y6 to Y11)

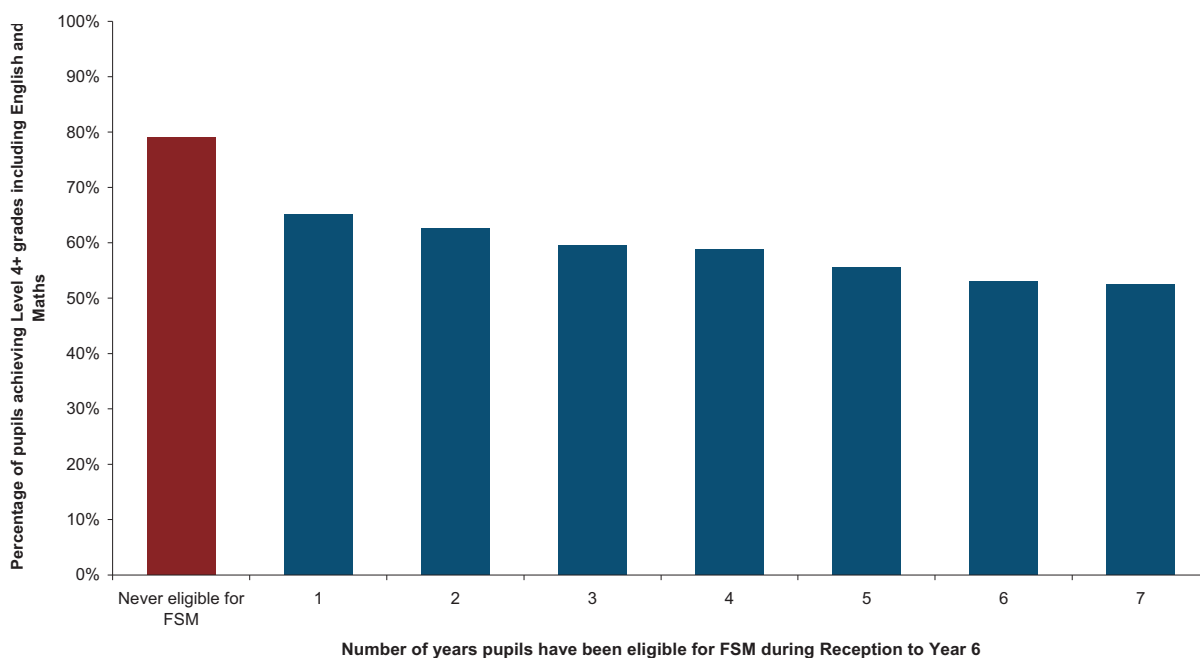


43. The above is an analysis of the 2009 end of KS4 cohort and shows:

- pupils who were never FSM (bar on far left) substantially outperform all the other groups;
- the number of years of eligibility for FSM is generally inversely associated with GCSE attainment, but eligibility at any point is associated with underperformance; and
- the lowest attaining group was not the pupils who had been eligible for FSM right the way through (the far right blue bar); it was the group who had been eligible for every single year other than one (blue bar second from right).

## Key Stage 2

Percentage of pupils achieving Level 4+ including English and maths at the end of Key Stage 2 in 2009 by number of years FSM (R to Y6)



- A similar pattern to that for KS4 emerges where eligibility for FSM in any year signals lower attainment.

44. The main issue with this indicator is that as it covers a much higher proportion of pupils than current FSM eligibility it would reduce the level of funding per pupil. Currently, 24% of pupils would be covered by this measure and it is likely that linking additional funding through the pupil premium to FSM eligibility will, over time, increase the proportion of those applying still further. Using this 'Ever' FSM measure may mean that some primary schools would qualify as 100% disadvantaged, as every child will have been eligible for FSM at some point.

(iv) Pupils in families in receipt of Out of Work Tax Credit

45. This measure indicates children from families where both parents are out of work and claiming the out of work tax credit. This is an area based measure, calculated at Lower Super Output Area (LSOA) level. An LSOA is a national census output area averaging 1500 people. An LSOA measure assumes that each pupil takes on the general characteristics of the LSOA in which the pupil resides. This will not be true of every pupil but on average the pupils' circumstances should reflect the circumstances of the area. Just over 20% of pupils are identified as deprived under this measure. This is currently based on data from 2005 and we will explore whether this indicator can be updated.



46. Whilst this measure will be less affected than the FSM measure by the issue of take up we think it is otherwise not particularly well suited to allocating the pupil premium. While area based indicators are adequate for funding at the local authority level, we do not consider them appropriate for a premium, the aim of which is to target funding towards individual pupils. Other measures suggested in the previous consultation on the DSG, such as IDACI and the Child Poverty Index, are also area based indicators and have the same issues. However, we would welcome views on the suitability of this as a deprivation indicator for the pupil premium.

(v) Commercial based packages such as ACORN or MOSAIC

47. These are geographical based measures which are designed to identify groups of households based on consumer behaviour. They involve the classification of postcodes into types based on census and other information:

➤ **ACORN (CACI)** classifies postcodes into 56 types, which in turn are grouped into 17 groups and five categories.

➤ **Mosaic (Experian)** classifies postcodes into 61 types and 11 groups.

48. Like the out of work tax credit indicator, these are also area based indicators and would therefore have many of the same issues. However, we are aware that a number of local authorities currently use one or other of these packages and that it may be possible to amend the classification types outlined above to include education specific categories. We would welcome views on the suitability of either of these packages as a deprivation indicator for the pupil premium.

49. Annex C illustrates the effects of the first four deprivation measures by local authority. It is not possible to illustrate the ACORN or MOSAIC options as the data is commercially sensitive.

50. We will continue to explore the scope to develop a better pupil-level indicator for measuring deprivation in the future, to ensure even more accurate targeting of the pupil premium.

#### *Looked after children*

51. The level of attainment of Looked After Children (LAC) continues to be very low. Latest published official figures on outcomes of children looked after for 12 months as at 30 September 2009 show that 15% achieve 5 GCSE or GNVQ equivalent compared to 70% for all children. Furthermore, around 60% of LAC are identified as having SEN. Latest estimates suggest that there were 42,000 children in care aged 5-16 as at 31 March 2009. Because of the nature of care arrangements, these children often do not qualify for free school meals or are included in any of the proposed deprivation indicators, even though they will very often be from deprived backgrounds. Therefore this very disadvantaged group will not be adequately targeted by the main pupil premium mechanism.

52. The Government recognises the need to provide additional support for such children and is seeking views on proposals about how to extend the coverage of the pupil premium to ensure they are targeted effectively.
53. The most obvious solution would be to target funding at schools using the LAC flag on the pupil census. However, there is concern that it does not accurately reflect the LAC population, many of whom may be in care for short periods or come in and out at regular intervals. Figures suggest that even though there are around 42,000 LAC nationally at any one time, around 58,000 LAC aged 5-16 pass through the care system in a typical year. There is also under-reporting because there are instances where a school does not know a child is looked after and is reliant on the local authority with responsibility for the care of the child to tell them. A significant proportion of pupils – some 30% - are placed with carers outside the local authority which looks after them.
54. At individual school level, the numbers will be very small - on average there will be just one looked after child per primary school and around 8 per secondary school, and these children are also more likely than other pupils to move schools during the school year.

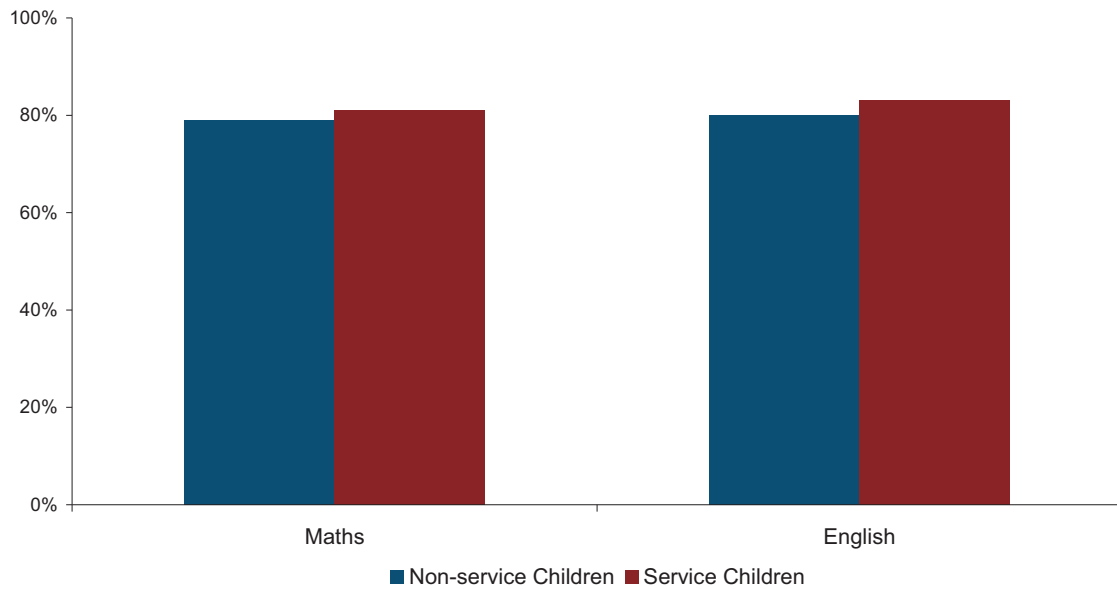
#### A way forward

55. Due to all these issues, we need an alternative method to ensure this group of disadvantaged children is covered by the pupil premium. Therefore we propose to allocate a LAC element of the pupil premium to local authorities for them to pass to the schools where these children are on roll.
56. Reflecting current care arrangements, the proposal would be to fund the authority which looks after the child and is responsible for maintaining and reviewing their care plan, rather than the authority where the pupil is educated. Around 30% of Looked After Children go to school in a different authority.
57. The intention is to limit eligibility to pupils who have been in care for more than six months and, in principle, to set the LAC premium at the same level as for the main deprivation premium.
58. Rather than using the school census, we propose to use the annual SSDA903 return which is a child level data return made by local authorities for all of their children who were looked after up to 31 March in each financial year. This is a more reliable data source for identifying these children.
59. Details are yet to be fully resolved but it would mean that each local authority would receive funding based on its number of children looked after for six months or more in the previous financial year. The funding would then be passed to the schools that are educating those pupils who have been looked after for six months or more, regardless of the authority in which they are located.
60. We would welcome views about how this might work in practice. We will work through the detailed operation of the proposal with partners, taking into account the views put forward, before confirming the precise methodology.

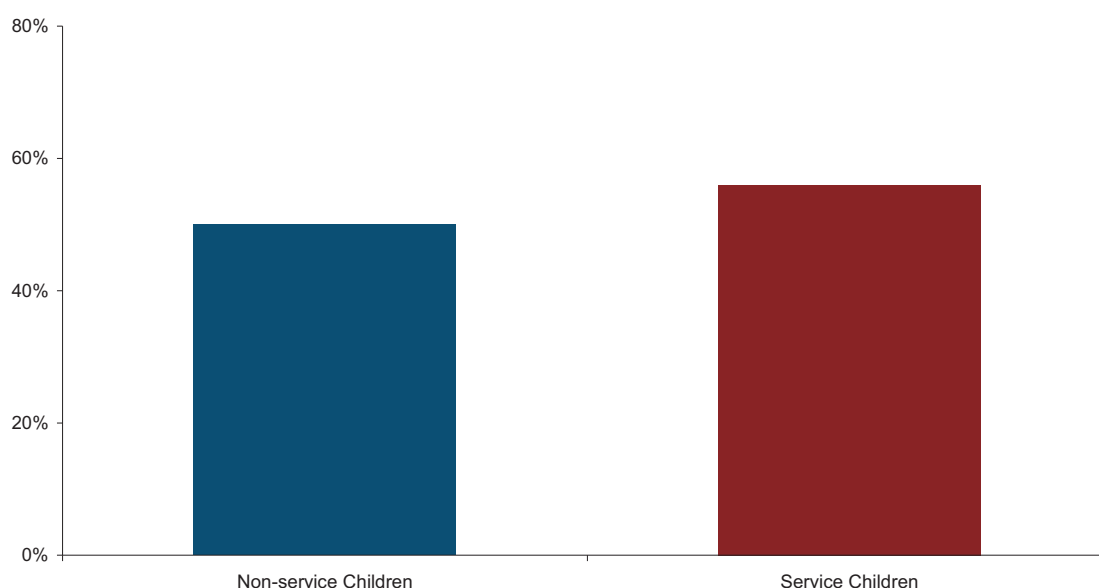
*Extending the Pupil Premium to Service children*

61. As part of its commitment to rebuild the Military Covenant the Government is exploring the potential for extending the scope of the pupil premium to include some support for those children whose parents are in the Armed Forces. Some local authorities already provide additional financial support to schools catering for service children. This is not primarily an issue of attainment. Evidence shows that Service children mostly achieve at least as well as their non-Service children peers.

Percentage of pupils achieving at least level 4 at key stage 2



Percentage of pupils achieving 5 A\* to C including English and Maths



62. The Government, however, recognises that Service children face unique challenges and they need to be supported as they progress through school. Armed Forces families, for example, have to relocate frequently. Moreover, the unique nature of Service life means that Service children are in effect part of an enforced “one-parent family” much more than other children. This can be because the parent is at sea, away training, on an exercise or a six month operational deployment possibly in mortal danger. All of this puts additional strain on the children. Children in these circumstances need more support than the average child for their social and emotional development and to address their inevitable vulnerabilities.
63. Schools can also face additional costs, due to the extra teaching time needed to match new Service children to the curriculum, initial assessments, and additional administrative work stemming from the high turnover of Service children. These issues stemming from increased mobility of course do not just apply to Service children, and where local authorities allocate additional funds through a service factor, it is often linked to mobility rather than directly to Service children.
64. The Government believes that a more systematic approach might be needed to provide additional funding for schools to support Service children. Therefore, we will explore the scope to extend the coverage of the pupil premium to provide additional funding for every child identified on the census as being a Service child. The evidence suggests that this funding should be introduced at a lower level than for disadvantaged pupils, to reflect that the additional need of these children is not an issue of sustained low attainment. As with the rest of the pupil premium, it is not possible at this stage to confirm what that level might be. Decisions on the level of any Service premium will be subject to the spending review and value for money considerations.

### How it might work

65. Since 2008, Service children have been flagged in the annual school census. In the 2009 census, there were just under 37,000 pupils identified as Service children, which represented 0.5% of all pupils in England.
66. Like the pupil premium for deprivation, we would use the school census to allocate funding as a specific grant to local authorities, which would then be passed on to schools. In setting the level of any premium, we would consider, for instance, the level of extra funding being provided through service factors within local authority formulae.

### **Questions**

Do you agree it is right to give a higher pupil premium to areas that currently receive less per pupil funding?

What is your preferred deprivation indicator for allocating the pupil premium?

Do you agree the coverage of the pupil premium should include Looked After Children?

What are your views on the operation of the Looked After Children element of the pupil premium? In particular, how might the funding arrangements work at local authority level for pupils educated outside of the local authority with caring responsibility?

Do you think the coverage of the pupil premium should be extended to include additional support for Service children?

## Section 2

### Methodology for allocating school funding for 2011-12

67. This section sets out the Government's proposals for distributing the Dedicated Schools Grant (DSG) from April 2011. The Government's key priority for funding in the short term is to ensure the smooth introduction of the pupil premium and it believes that this can best be achieved by limiting the changes to the funding system for 2011-12. Therefore, we propose that the current methodology for allocating DSG, generally known as the "spend-plus" system, should continue for 2011-12.
68. We are not able to say at this stage what the level of the DSG will be for next year, which will be subject to the spending review. Subject to the overall level of funding and any mainstreamed grants, we do not propose to change the relative per pupil distribution between local authorities.
69. We intend to mainstream relevant grants into the DSG, which is likely to include at least School Development Grant, School Standards Grant and School Standards Grant (Personalisation), but again this is subject to the spending review. This is consistent with the Government's aim of moving to a simpler funding system. Local authorities will be allowed to use previous levels of grant as an allowable factor in local formulae to help prevent funding turbulence at school level.

### Issues relevant to the 2011-12 funding arrangements

#### *Early years funding*

70. In order to improve fairness, equity and transparency in early years funding between the maintained and private, voluntary and independent sectors, and to support diversity of provision, we will require local authorities to implement a Single Funding Formula from April 2011. Around half the local authorities in the country are already doing this as pathfinders, and we will look to use their experiences in order to help the remaining local authorities to implement this important reform. We will consult further on the detail in the autumn as part of a consultation on new School Finance Regulations, but expect local authorities to continue planning for implementation from now.

#### *Area Cost Adjustment*

71. The Area Cost Adjustment which underpins the spend-plus methodology, based on the General Labour Market approach, does not fully align with the pay bands used to determine teachers' pay. This has been a particular issue for the six local authorities in London required to pay inner London teachers' pay while being funded as outer London boroughs. During the consultation started by the previous government, strong support was expressed across the affected local authorities for a change to the way the ACA is calculated. The continuation of the existing funding arrangements will mean that the current ACA arrangements will remain for 2011-12. The Government recognises that this will be disappointing for those areas but plans to resolve the issue in the longer term as a new approach to school funding is developed.

## *Academies and Free Schools*

72. The Government has set out details of how we will fund Academies being established from September 2010 under the provisions of the Academies Bill. This information is available at [www.education.gov.uk/academies/academy-funding](http://www.education.gov.uk/academies/academy-funding).
73. The principle of Academies' funding is that they should receive the same level of per-pupil funding as they would receive from the local authority as a maintained school. In addition, they receive top-up funding to meet additional responsibilities that are no longer provided for them by the local authority. The Government is clear that becoming an Academy should not bring about a financial advantage or disadvantage to a school. However, Academies have greater freedom over how they use their budgets, alongside the other freedoms that they enjoy.
74. We will work with partners to review the methodology for funding Academies from 2011-12 onwards, including the calculation of the Local Authority Central Services Equivalent Grant. In particular, we will want to ensure that the system funds Academies fairly but also reflects services for which the local authority retains responsibility, especially SEN support services.

## *Pupil count for 3 year olds*

75. All 3 year olds as recorded on the January censuses attract DSG funding. Current arrangements recognise either the actual number of 3 year olds who take up a part time entitlement place, or an amount equivalent to 90% of the 3 year old population doing so, whichever figure is higher. The intention behind this was to ensure local authorities had sufficient funding when they were expecting an increase in take-up by 3 year olds, and to provide an incentive to increase take up by providing additional resource. We are considering whether we should fund all authorities based on actual take-up from 2011. This would not make a difference to the overall level of funding available in DSG, but would enable us to distribute the total of funding fairly among actual pupil numbers. Removing pupils in this way slightly increases the per pupil unit funding for all authorities in comparison.
76. We would like views on whether funding for 90% participation should continue or whether, from 2011, we should use the actual take-up by 3 year olds in all cases.

## *Pupil Referral Unit (PRU) dual/ subsidiary registrations*

77. Many pupils attending a PRU are currently dual registered. Because, prior to 2010-11, there was no way of differentiating between dual main and dual subsidiary registrations, all dual registered pupils in PRUs have been funded in addition to sole registrations. This is effectively double funding some PRU pupils. Since January 2010, a new PRU census has been in place which records details of main and subsidiary dual registrations. It is now possible therefore to distinguish between them and adjust the funding accordingly by not funding dual subsidiary pupils. As with the policy for the funding of 3 year olds, this would not make a difference to the overall level of funding available in DSG, but would enable us to distribute the total funding more fairly among actual pupils. Removing pupils in this way slightly increases the per pupil unit funding for all authorities in

comparison.

78. We would like views on whether we should cease to provide DSG for the dual subsidiary registrations from April 2011.

#### *Funding for schools catering for large numbers of Service children*

79. In the consultation document published by the previous government a proposal was put forward to introduce a scheme for providing additional funding to local authorities to support schools with Service children that are affected by Armed Forces movements. The arrangement would allow local authorities with such schools to make a claim for additional pupils to be counted for DSG purposes where pupil numbers have fallen significantly from one year to another as a result of Armed Forces movements. The Government has noted that this had a high level of support in the recent consultation and believes that there is a case for this scheme to be introduced, given the special circumstances applying to these schools, and proposes to introduce this arrangement from 2011-12.

#### *Home educated pupils*

80. The Government also proposes to introduce a scheme allowing local authorities to claim for funding for pupils educated at home where services are provided to these pupils. This might include giving them access to school facilities or paying the entry fees for exams sat at school. The proposal would allow local authorities to claim for 10% of a unit of funding for home educated pupils in order to provide these services. This is consistent with the recommendations of the Badman Report.

### **Protection arrangements**

#### *At school level - Minimum Funding Guarantee*

81. The Minimum Funding Guarantee (MFG) ensures that all schools receive a minimum level of funding per pupil in relation to the previous year. It is recognised that the MFG can provide funding stability for schools, and can serve as an effective planning tool. However, other schools would consider that protecting budgets above the level that the local authority formula would provide is effectively over-funding a school at the expense of others. In 2009-10 around 5,400 schools were on the MFG.
82. The Government intends to retain an MFG arrangement for 2011-12, although it is not possible at this stage to announce at what level. In any case, the intention is to introduce a more flexible system which is less dependent upon historic funding levels of individual schools and which would allow local formulae to operate more effectively. The level of the MFG will be set following the spending review, and it could be negative rather than positive.
83. The intention is that the MFG would apply to a baseline incorporating DSG plus any mainstreamed grants.
84. If a school receiving the MFG has pupils attracting pupil premium funding, then the pupil premium funding will be given in addition to the MFG, rather than being applied before



calculating whether the school is on the MFG.

#### *Cash floor*

85. Current funding arrangements include a cash floor for local authorities to protect them from falling pupil numbers. The operation of the floor results in a higher level of funding per pupil rather than providing funding on the basis of pupil numbers alone. We are inclined not to have a cash floor as part of the 2011-12 funding arrangements, as we believe that money should closely follow pupils. However, we would be interested to hear views on this, and we will keep this issue under review pending the outcome of the spending review.

#### **Questions**

Should the pupil count for three year olds used to allocate DSG for 2011-12 reflect actual take up or continue to reflect a minimum of 90% participation where lower?

Should the pupil count used to allocate DSG for 2011-12 continue to reflect dual subsidiary registrations for pupils at Pupil Referral Units?

Do you support our proposals for additional support for schools catering for Service children?

Do you support our proposals for home educated pupils?

Do you think that there should be a cash floor at local authority level in 2011-12?

## Next Steps

86. This consultation will run for 12 weeks and will finish on Monday 18<sup>th</sup> October 2010. We want to hear from all those with an interest in school funding and the pupil premium.

87. Consultation responses can be completed

- online at [www.education.gov.uk/consultations](http://www.education.gov.uk/consultations);
- by emailing [dsg.consultation@education.gsi.gov.uk](mailto:dsg.consultation@education.gsi.gov.uk);
- or by downloading a response form which should be completed and sent to:

School Funding Consultation 2011-12  
Funding and Technology Unit  
Department for Education  
Level 3  
Sanctuary Buildings  
Great Smith Street  
London  
SW1P 3BT

88. The results of the Comprehensive Spending Review will be announced on 20<sup>th</sup> October 2010. We intend to give indicative DSG allocations for 2011-12 to local authorities in November or early December. At the same time we intend to announce the level of the pupil premium for each local authority.

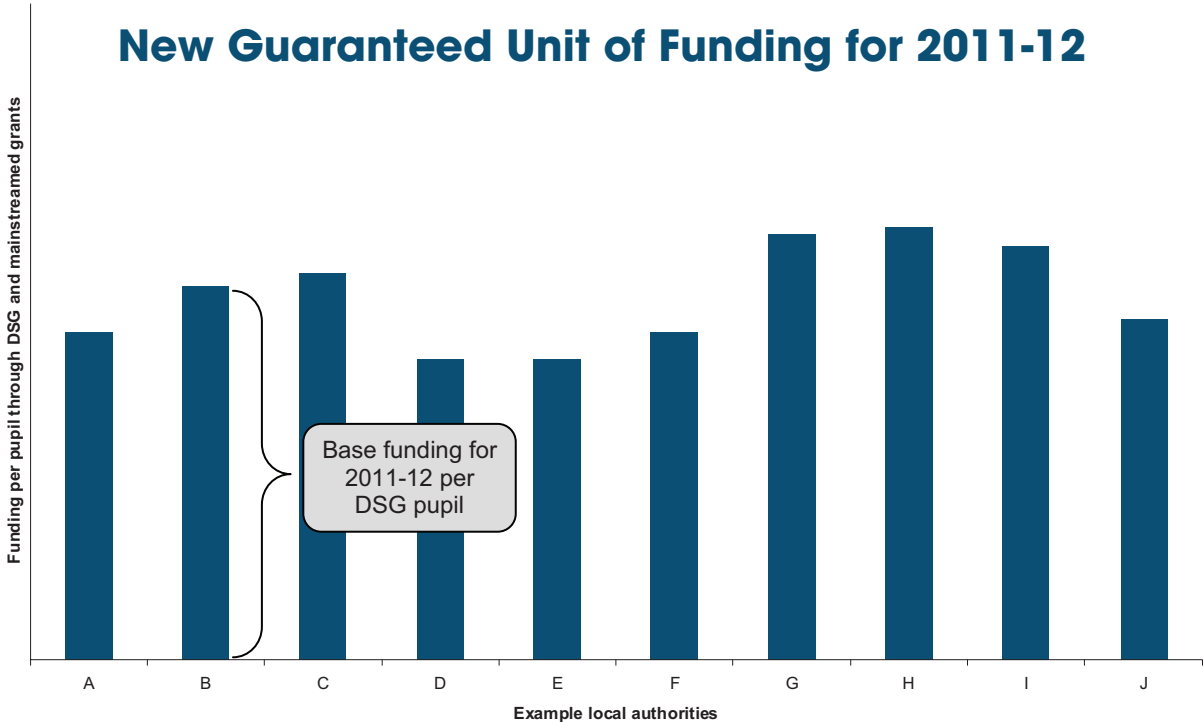
89. During the consultation we will continue to work with partners on the detail of some of the proposals, as outlined in this document. We will also publish an Equality Impact Assessment.

90. In the autumn we will be consulting on changes to the School Finance Regulations for 2011.

91. We expect to announce plans for the longer term direction of school funding in due course.

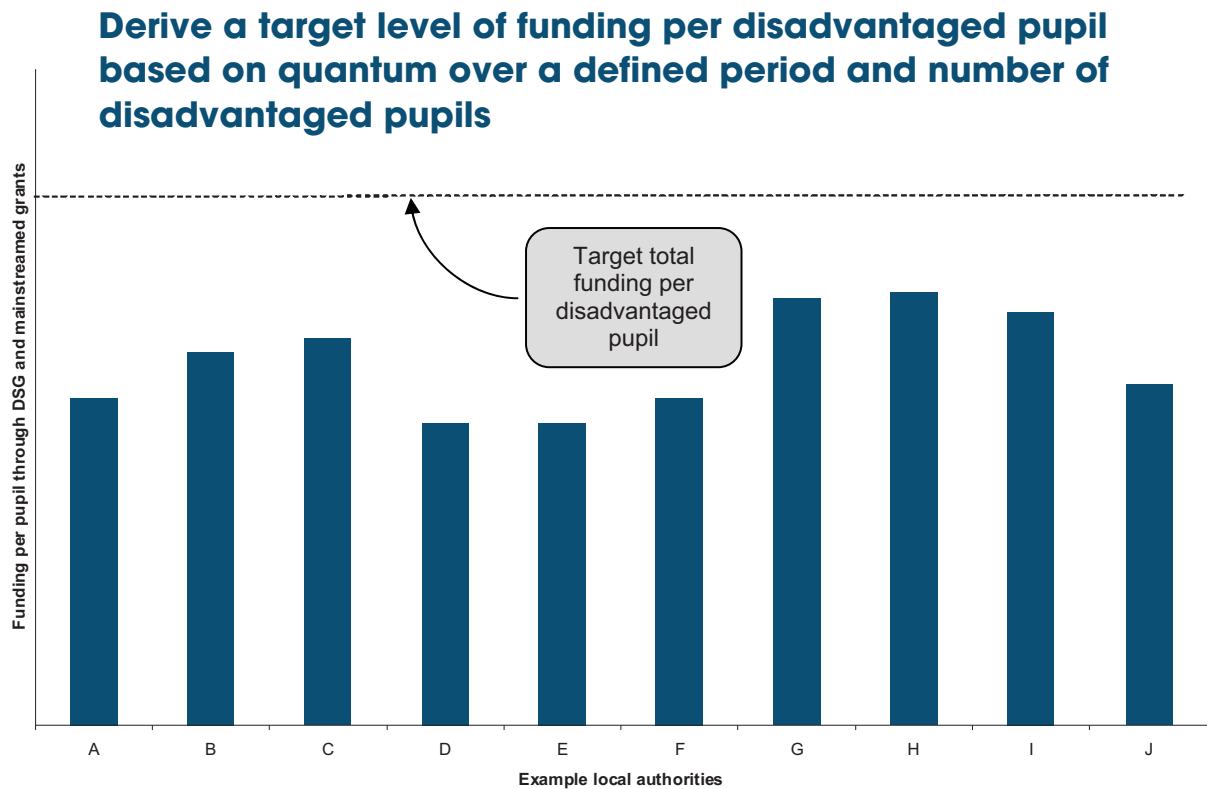
Illustration of the proposed operation of the pupil premium

Chart 1



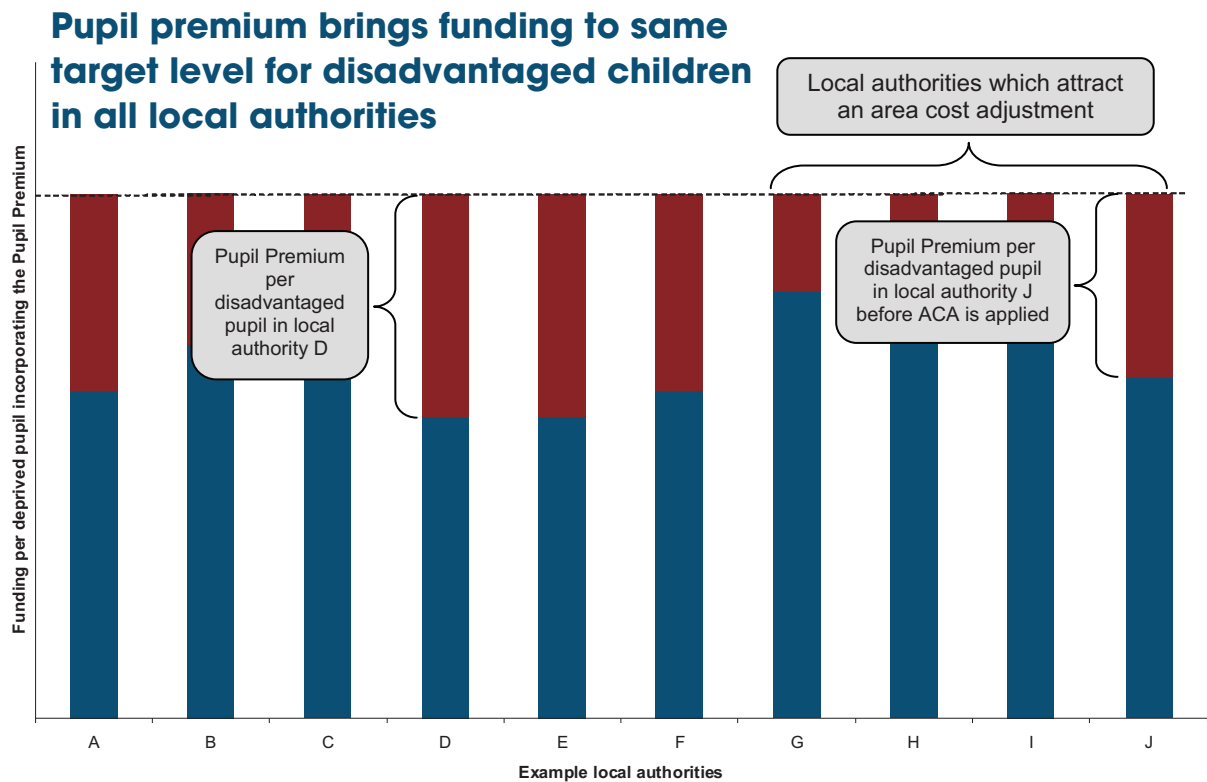
92. A new Guaranteed Unit of Funding for each local authority will be determined following the spending review. There will be no redistribution of funding between local authorities using methodology based on Spend-Plus.

## Chart 2



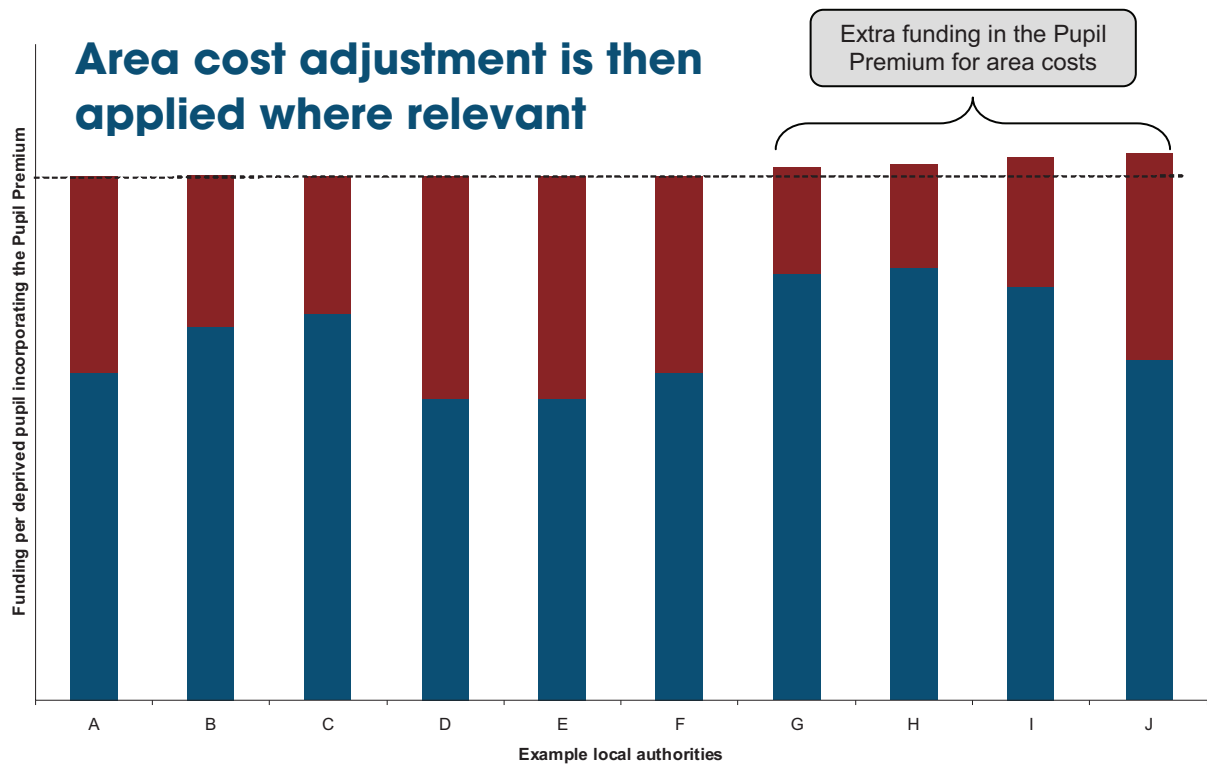
93. The target total of funding per disadvantaged pupil to be achieved is derived following the spending review. Some local authorities will be nearer than others to this target total due to the funding already in the system. The chart demonstrates the differences in funding already in the system often due to differences in deprivation between authorities. But not all notional deprivation money is targeted at deprivation. It tends to be spread more thinly in less deprived authorities, so that schools in those authorities currently receive less funding for their deprived pupils.

**Chart 3**



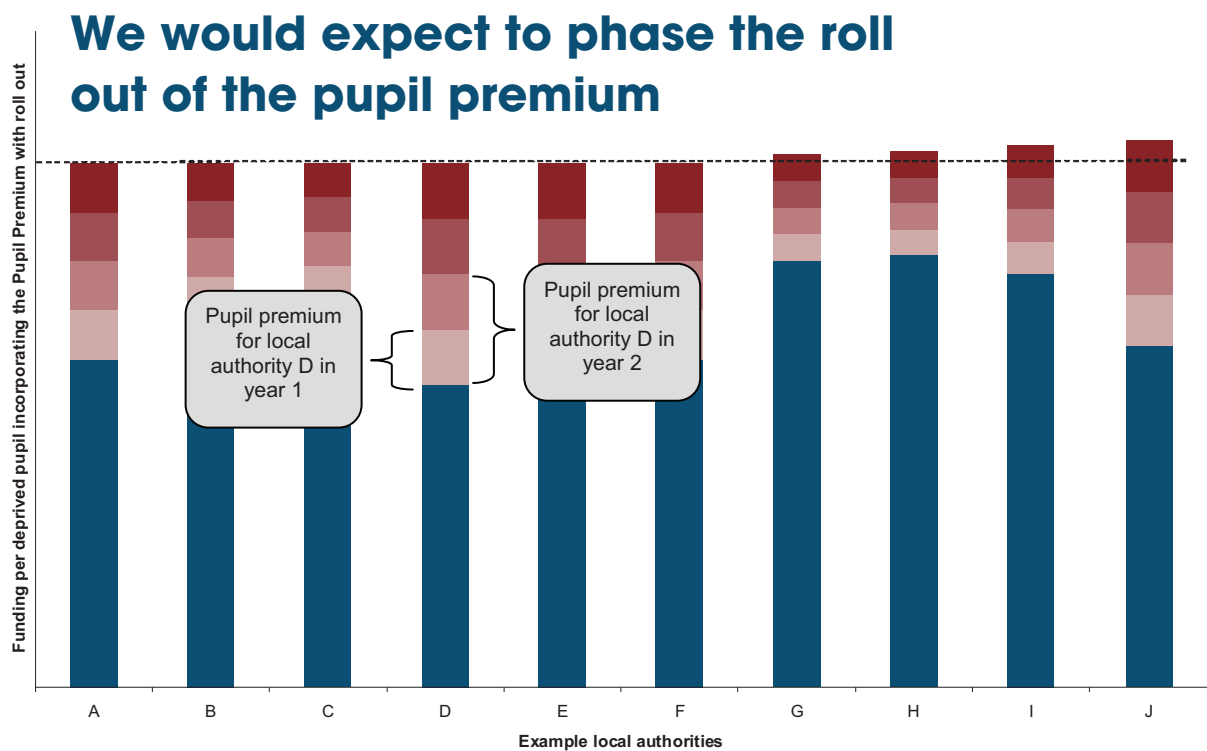
94. The premium is applied so that no matter what the level of basic funding is currently, all deprived children attract the same total (subject to the area cost adjustment). Schools in the lower funded authorities have higher premiums so that the gap closes over time.

Chart 4



95. The totals are adjusted by the application of an area cost adjustment in areas of high labour costs.

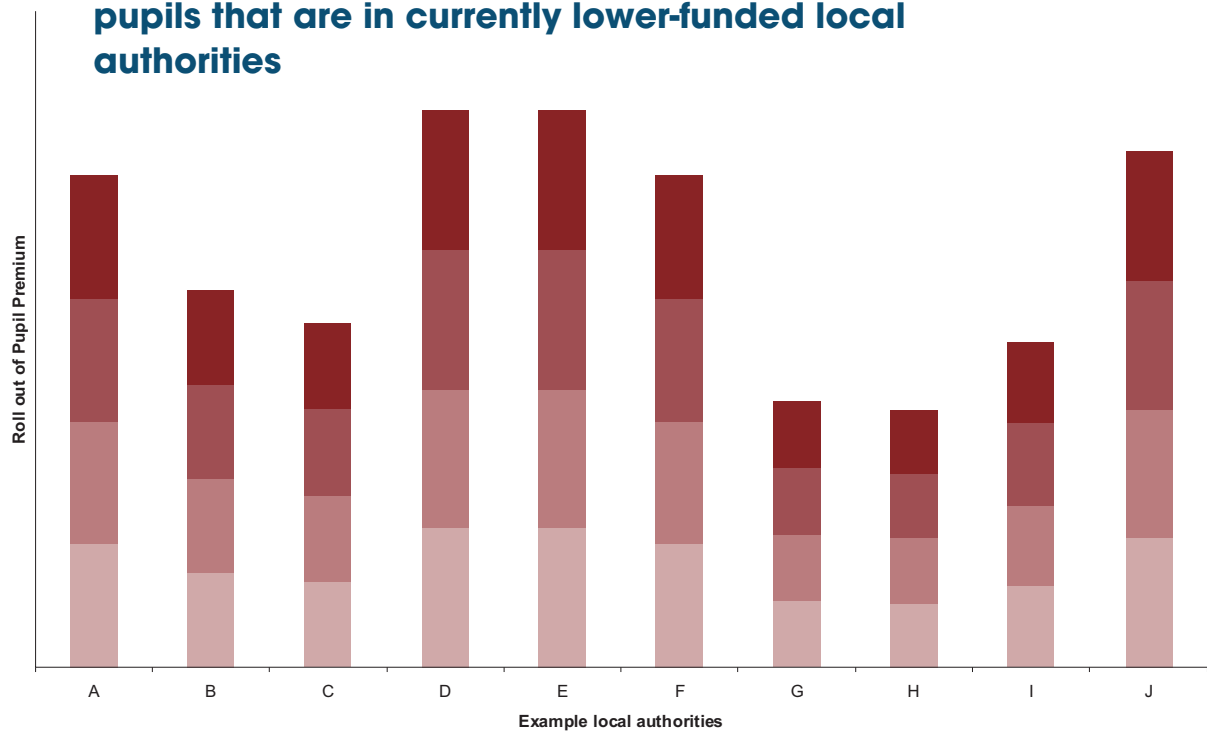
Chart 5



96. This table demonstrates the phasing of the roll out of the pupil premium in each local authority, building it up over 4 years as an example.

## Chart 6

**Pupil premium totals vary significantly between local authorities, but ensures additional funding for those pupils that are in currently lower-funded local authorities**



97. The table indicates the total level of premium needed in authorities in each of the four years to ensure that the total level of funding per deprived pupil is the same across the country after that period.



## Comparison of potential indicators of deprivation

Indicator	What it is	How it works	%age of pupils captured at Key Stages	Advantages	Disadvantages
<b>FSM (in-year)</b>	Individual pupils known to be eligible to receive free school meals. Pupils are counted once a year in the January School Census.	Eligibility is based on parental income. Parents have to apply for free school meals at the school or LA and prove they are eligible by producing, for instance, a TC602 Tax Credit Award Notice.	16% - KS2 13% - KS4	Targets funding at the individual pupil. Recognised and generally understood Based on the specific characteristics of the pupil rather than the assumption that the pupil reflects the general characteristics of the area. Readily available in schools Established historical time-series Updated annually	Relies on parents claiming FSM. There is a known issue of under-reporting. (Though this may be ameliorated by behaviour change if it is adopted as a measure for the premium). Cultural barriers for some groups Size of FSM cohort declines as pupils get older. Resistance from a sizeable proportion of teachers to its validity.
<b>FSM ever (3 year)</b>	As above, but including all pupils recorded as being eligible for FSM in the last three years. This utilises the same census 'flag' as FSM (in-year).	As data are collected through the school census each year it is available via the National Pupil Database	21% - KS2 17% - KS4	All the above advantages of FSM (in-year) In addition it includes those children in families where eligibility fluctuates as parents are in or out of work. It thus captures a wider range of deprivation than in-year FSM.	As above. In addition, assuming a cash-limited budget for the Pupil Premium, defining more pupils as deprived inevitably means reducing the size of the premium per pupil. Targeting, therefore, becomes more diffuse.
<b>FSM ever (6 year)</b>	As above, but including all pupils recorded as being eligible for FSM in the last six years.	As data are collected through the school census each year it is available via the National Pupil Database	27% - KS2 24% - KS4	As above, but captures the next group of less seriously deprived pupils.	Targeting is even more diffuse. A national average disadvantaged rate of 27% at KS2 means that some primary schools would

	This utilises the same census 'flag' as above.				qualify as 100% disadvantaged, as every child will have been eligible for FSM at some point.
<b>Out of work tax credit</b>	An indicator developed to identify those families where Child Tax Credits are being claimed where both parents are not working and claiming the out of work tax credit.	Calculated at Lower Super Output Area level. Is currently based on data from 2005.	20.6% of pupils	Picks up families just above the FSM threshold	No historical data-set Area-based and therefore does not represent individual family circumstances
<b>ACORN / MOSAIC</b>	ACORN and MOSAIC are commercial geodemographic classifications of postcodes into types based on census and other information using cluster analysis and other statistical methods. They are designed to identify groupings of households based on consumer behaviour. Postcodes are allocated to groups according to the characteristics / behaviour of residents, based on a wide range of source data.	ACORN (CACI) classifies at postcode level into 56 types, which in turn are grouped into 17 groups and five categories. Mosaic (Experian) classifies all households into one of 61 types and 11 groups - available for households and postcodes. These are not child-specific and the information about how they are made up is not all in the public domain due to commercial confidentiality.	n/k	Based on a wider range of data, including census and commercial information, which enables discrimination below LSOA level based on allocating postcodes to one of the 56/61 types. Types/groupings labelled to help understanding Likely to provide better discrimination for less severely deprived groups which may be missed by the indices which are based on identifying the most severe deprivation. Increasingly being used by, and products tailored to needs of, public sector as well as private sector. Analyses by CASA suggest that the MOSAIC or ACORN types are a good predictor of performance at GCSE.	Classification of areas rather than a direct index. Developed primarily for business (sales and marketing) purposes Although given for each postcode, most input data is based on larger areas. These are commercial products so precise data inputs and statistical methods are not made public; data is made available for use on payment of a licence fee. Hierarchy of advantage/disadvantage developed for more general purposes and for adults may not match that for education/children; Were we to decide to use either MOSAIC or ACORN it is likely we would have to contract with them to tailor their datasets to fit a deprivation usage.

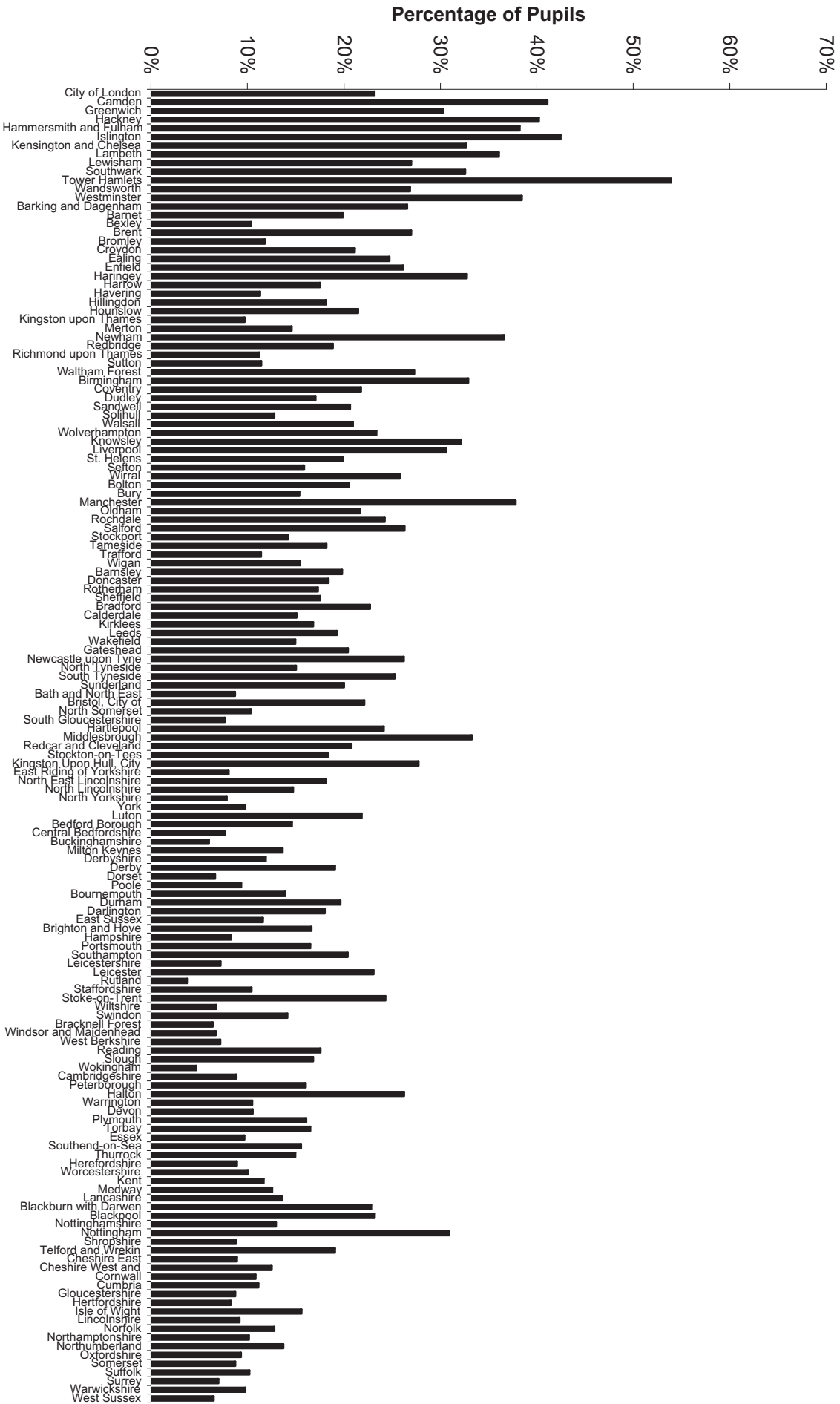


Chart 1 – Percentage of Reception to Year 11 pupils known to be eligible for Free School Meals at local authority level

Chart 2 – Percentage of Reception to Year 1 pupils known to be eligible for Free School Meals in at least one of the last six years at local authority level

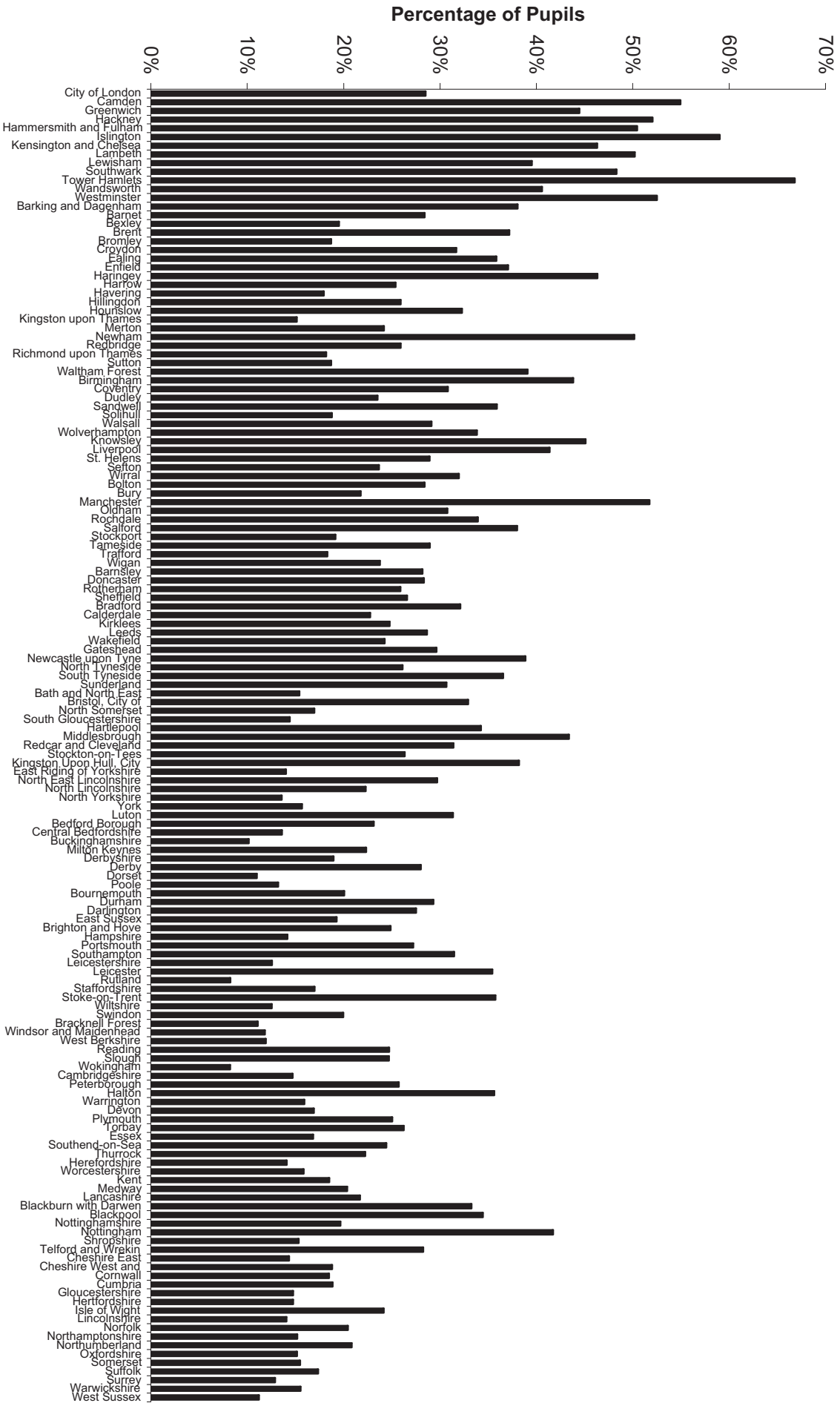


Chart 3 –Percentage of Reception to Year 11 pupils known to be eligible for Free School Meals in at least one of the last three years at local authority level

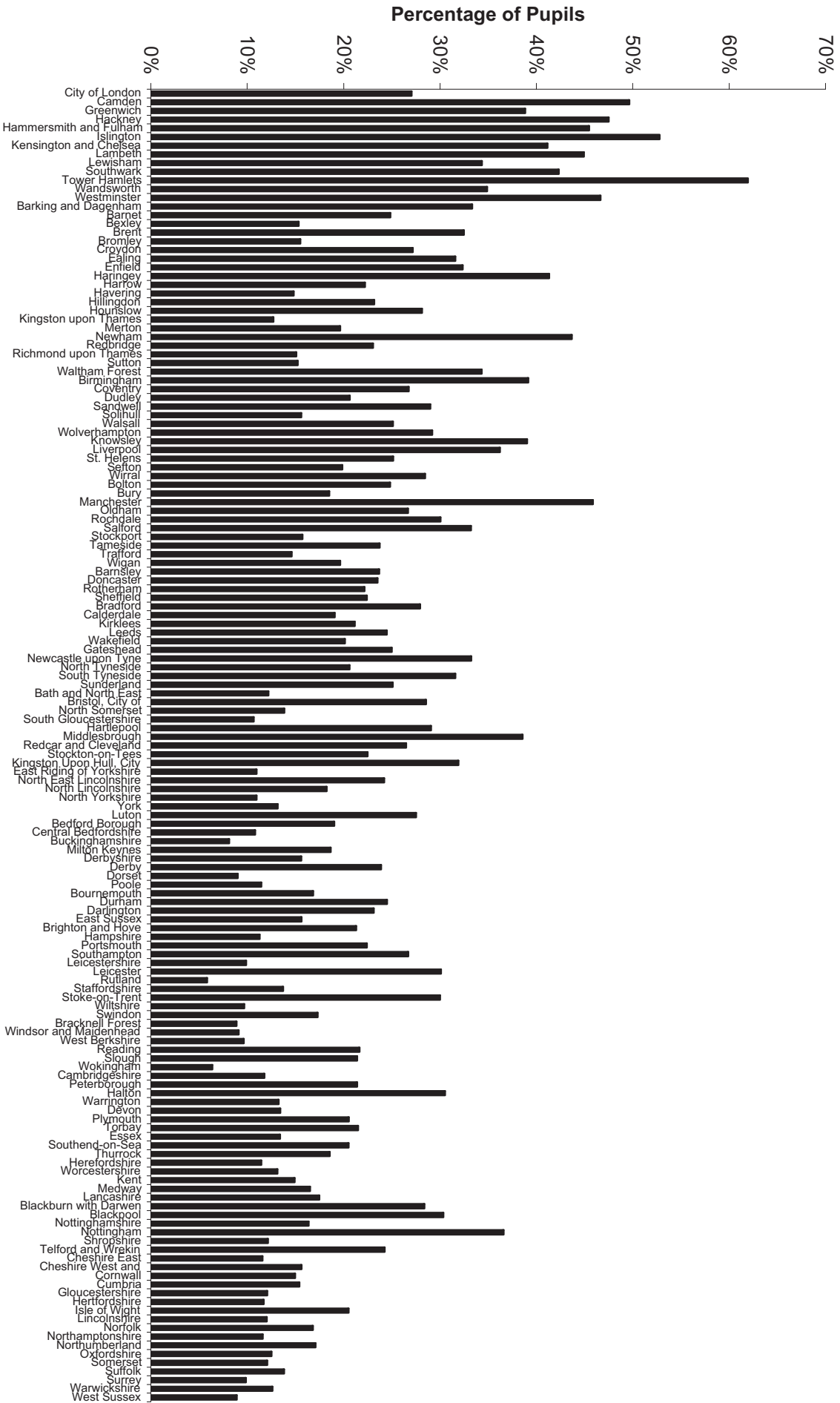
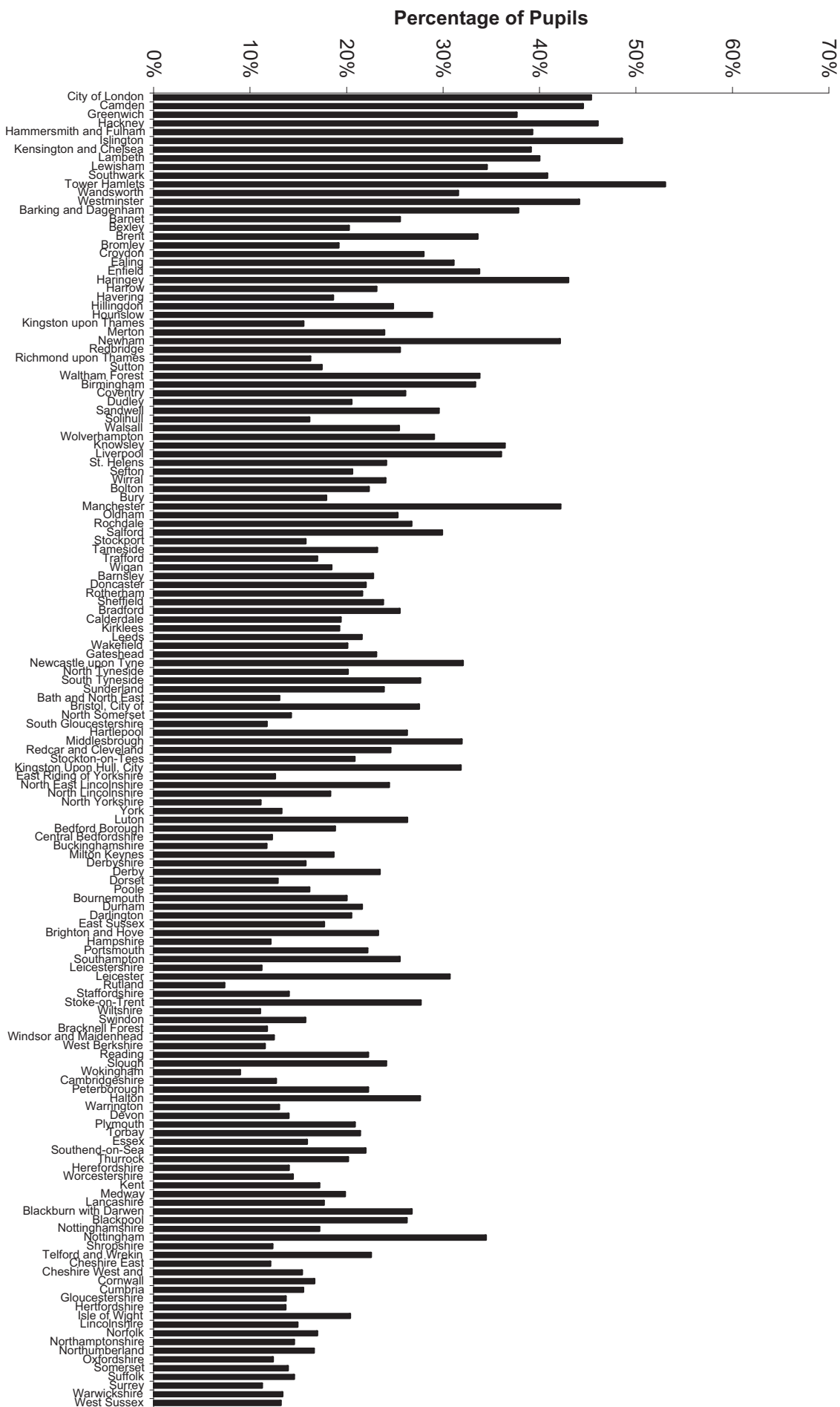


Chart 4 – the Percentage of Reception to Year 1 pupils in families on Out of Work Tax Credits for each educating local authority.





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# Consultation on School Funding 2011-12: Introducing a Pupil Premium

## Consultation Response Form

The closing date for this consultation is: 18  
October 2010

Your comments must reach us by that date.

**THIS FORM IS NOT INTERACTIVE. If you wish to respond electronically please use the online response facility available on the Department for Education e-consultation website (<http://www.education.gov.uk/consultations>).**

Information provided in response to this consultation, including personal information, may be subject to publication or disclosure in accordance with the access to information regimes, primarily the Freedom of Information Act 2000 and the Data Protection Act 1998.

If you want all, or any part, of your response to be treated as confidential, please explain why you consider it to be confidential.

If a request for disclosure of the information you have provided is received, your explanation about why you consider it to be confidential will be taken into account, but no assurance can be given that confidentiality can be maintained. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Department will process your personal data (name and address and any other identifying material) in accordance with the Data Protection Act 1998, and in the majority of circumstances, this will mean that your personal data will not be disclosed to third parties.

**Please tick if you want us to keep your response confidential.**

Reason for confidentiality:

Name ELIZABETH WILLIAMS  
Organisation (if applicable) WILTSHIRE COUNCIL  
Address: COUNTY HALL  
BYTHESEA RD  
TROWBRIDGE  
BA148JB

If your enquiry is related to the policy content of the consultation you can contact either:

Juliet Yates on: telephone: 020 7340 8313 e-mail:

[juliet.yates@education.gsi.gov.uk](mailto:juliet.yates@education.gsi.gov.uk), or

Ian McVicar on: telephone: 020 7340 7980 e-mail:

[ian.mcvicar@education.gsi.gov.uk](mailto:ian.mcvicar@education.gsi.gov.uk)

If you have a query relating to the consultation process you can contact the Consultation Unit on telephone: 0870 000 2288 or email:

[consultation.unit@education.gsi.gov.uk](mailto:consultation.unit@education.gsi.gov.uk)

Please select **ONE** category which best describes you as a respondent:

<input type="checkbox"/> School	<input type="checkbox"/> Schools Forum	<input type="checkbox"/> Governor Association
<input type="checkbox"/> Teacher	<input type="checkbox"/> Local Authority Group	<input checked="" type="checkbox"/> Individual Local Authority
<input type="checkbox"/> Teacher Association	<input type="checkbox"/> Other Trade Union/Professional Body	<input type="checkbox"/> Early Years Setting
<input type="checkbox"/> Campaign Group	<input type="checkbox"/> Parent/Carer	<input type="checkbox"/> Other

Please Specify:

1 Do you agree it is right to give a higher premium to areas that currently receive less per pupil funding? [Paras 24 - 27]

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Not Sure
---	-----------------------------	-----------------------------------

Comments:

2 What is your preferred deprivation indicator for allocating the pupil premium? [Paras 29 - 50]

<input type="checkbox"/> FSM - in year	<input type="checkbox"/> FSM ever - 3 year	<input type="checkbox"/> FSM ever - 6 year
<input type="checkbox"/> Out of Work Tax Credit	<input type="checkbox"/> ACORN/MOSAIC	<input type="checkbox"/> Other (not listed)
<input checked="" type="checkbox"/> Not Sure		

Comments:

FSM Ever:  
If an indicator of FSM eligibility is to be used Wiltshire would be in favour of using a FSM Ever model. However, a concern would be the work required to establish the baseline for this data and whether this task would fall to LAs. It is likely that the historical FSM data would need to be subject to significant data cleansing to ensure it is correct.

Acorn/Mosaic:  
Wiltshire Council currently uses Mosaic data for the distribution of funding to schools and to create data profiles of schools in the county. The data is well used and well understood by Wiltshire schools.

General:

It is difficult to see from the consultation document how Wiltshire benefits or not under each option.

3 Do you agree the coverage of the pupil premium should include Looked After Children? [Paras 51 - 54]

Yes

No

Not Sure

Comments:

We believe that this will enhance the ability of our virtual headteacher to enhance pupil outcomes and work more closely with schools.

4 What are your views on the operation of the Looked After Children element of the pupil premium? In particular, how might the funding arrangements work at local authority level for pupils educated outside of the local authority with caring responsibility? [Paras 55 - 60]

Comments:

This proposal would need a common inter authority recoupment process in place to ensure it operated appropriately.

There may be issues if there are differential rates in the premium for each LA, for example a Wiltshire child in a Hampshire school may attract a lower rate than other LAC in that school.

The transient nature of the LAC population may cause issues with the accuracy of the data generating the payment. If a LAC moves school there would need to be a process of moving the money to follow the child – a managed move process.

If a LAC is with an alternative provider rather than a maintained school would the LA need to pay the premium to the provider or could it be retained to offset the cost of the placement which might already include additional support for that

individual?

5 Do you think the coverage of the pupil premium should be extended to include additional support for Service children? [Paras 61 - 66]

Yes

No

Not Sure

Comments:

Wiltshire has a significant population of service children and currently makes provision through the local funding formula to support the specific needs of these pupils. The pupil premium could ensure support is not fully delivered at the cost of other pupils in Wiltshire.

6 Should the pupil count for three year olds, used to allocate DSG for 2011-12, reflect actual take up or continue to reflect a minimum of 90% participation where lower? [Paras 75 - 76]

Actual Take-Up

90% Minimum

Not Sure

Comments:

Take up in Wiltshire is over 90%

7 Should the pupil count used to allocate DSG for 2011-12 continue to reflect dual subsidiary registrations for pupils at pupil referral units? [Paras 77 - 78]

x Yes

No

Not Sure

Comments:

We will lose c£412k DSG if this funding was removed.

8 Do you support our proposals for additional support for schools catering for Service children? [Para 79]

X Yes

No

Not Sure

Comments:

We already have a service school safety net which operates at the expense of other schools. This proposal could ensure that resources can be directed more equitably across all Wiltshire pupils..

9 Do you support our proposals for home educated pupils? [Para 80]

x Yes

No

Not Sure



Comments:

10 Do you think that there should be a cash floor at local authority level in 2011-12? [Para 85]

Yes

No

Not Sure

Comments:

11 Have you any further comments?

Comments:

Thank you for taking the time to let us have your views. We do not intend to acknowledge individual responses unless you place an 'X' in the box below.

**Please acknowledge this reply**

Here at the Department for Education we carry out our research on many different topics and consultations. As your views are valuable to us, would it be alright if we were to contact you again from time to time either for research or to send through consultation documents?

Yes

No

All DfE public consultations are required to conform to the following criteria within the Government Code of Practice on Consultation:

Criterion 1: Formal consultation should take place at a stage when there is scope to influence the policy outcome.

Criterion 2: Consultations should normally last for at least 12 weeks with consideration given to longer timescales where feasible and sensible.

Criterion 3: Consultation documents should be clear about the consultation process, what is being proposed, the scope to influence and the expected costs and benefits of the proposals.

Criterion 4: Consultation exercises should be designed to be accessible to, and clearly targeted at, those people the exercise is intended to reach.

Criterion 5: Keeping the burden of consultation to a minimum is essential if consultations are to be effective and if consultees' buy-in to the process is to be obtained.

Criterion 6: Consultation responses should be analysed carefully and clear feedback should be provided to participants following the consultation.

Criterion 7: Officials running consultations should seek guidance in how to run an effective consultation exercise and share what they have learned from the experience.

If you have any comments on how DfE consultations are conducted, please contact Donna Harrison, DfE Consultation Co-ordinator, tel: 01928 794304 / email: [donna.harrison@education.gsi.gov.uk](mailto:donna.harrison@education.gsi.gov.uk)

**Thank you for taking time to respond to this consultation.**

Completed questionnaires and other responses should be sent to the address shown below by 18 October 2010

Send by post to: School Funding Consultation 2011-12, Funding and Technology Unit, Department for Education, Level 3, Sanctuary Buildings, Great Smith Street, London SW1P 3BT.

Send by e-mail to: [dsg.consultation@education.gsi.gov.uk](mailto:dsg.consultation@education.gsi.gov.uk)

## **SEN Formula Review – Primary Phase Delegation**

### **Purpose of the paper**

1. To provide Schools' Forum members with information about the engagement of schools in considering the Special Educational Needs (SEN) Formula for primary phase schools, and to outline possible adjustments to both the total sum to be delegated and the distribution formula.

### **Background**

2. The current SEN funding arrangements for primary schools date from 1999. Primary schools make provision for pupils at School Action and School Action Plus equivalent to up to 5 hours named pupil allowance, which may be shared provision, and fund the first 5 hours of provision for pupils with statements of SEN. Resources to cover the first five hours of statements for pupils with hearing impairment, visual impairment or physical impairment were not delegated and these are currently fully funded by the Local Authority (LA). The current delegation formula is made up of an AWPU element, a flat rate element, the numbers on the SEN register and KS1 SATs results. Additional funding for individual pupils is also allocated to schools for short term behaviour and speech and language needs, and some hearing, visual and physical needs.
3. In 2005 the LA engaged with all schools to consider revision to the arrangements for SEN resources. A two stage consultation process was employed. The first stage, responded to by 82 schools, showed strong support for the principle of increased delegation. However significant concerns were raised about the overall level of resources available for delegation to primary phase schools. In December 2005 the Delegation Reference Group decided that it was not possible to proceed with the second stage of consultation, including increased primary phase delegation, until there had been further consideration of the formula to be used and other sources of funding retained by the LA.
4. In the recent SEN Consultation, February 2010, views were sought about whether the funding of SEN provision in mainstream schools should be considered again. There was strong support for doing this, only four of the 101 school responders disagreed.
5. Through links with Primary Heads' Forum school representatives were identified to meet with LA finance and SEN personnel. At meetings held in June, July and September 2010 this group has considered different aspects of SEN funding. Considerations have focussed upon the formula to be used and SEN funds currently retained by the LA.

### **Review of SEN Formula**

6. The group considering aspects of SEN funding in the primary phase has agreed a number of proposals for consideration by Schools' Forum.

Proposals relating to the funds to be included:

- i. The funding currently delegated, equivalent to up to 5 hours of NPA, should be included within the total funds to be distributed across schools using whatever the new agreed formula is.

- ii. NPAs for all types of need should be included within the total funds to be distributed across schools. This would include the NPAs currently available to pupils at School Action Plus for hearing, visual, physical, speech and language and behavioural needs.
- iii. The funding allocated to pupils in the reception year as an outcome of the Transition in School Support Meetings (TISSM) should be included within the total funds to be delegated across schools by formula.
- iv. The new funding model for primary phase schools should increase delegation by a further 5 hours. This would increase the level delegated to up to the equivalent of 10 hours NPA, including the first 10 hours of provision set out in statements. (The group making these proposals also considered delegation of a further 10, rather than 5, hours to increase the level to 15 hours, which would be in line with secondary schools. However it was agreed that this would be too large a change to implement in one stage and carried a higher level of risk for small schools.)
- v. The notional SEN element within schools' budgets since 1990 should be made explicit as part of the SEN funding received by each school. This is already within AWPU funding. It should be calculated by the LA and confirmed with a sample of schools.

Proposals relating to the formula used to distribute the funds:

- vi. The funding should be allocated on the basis of prior attainment averaged over the previous three years and latest social deprivation information. Two prior attainment measures should be used. Firstly the Foundation Stage Profile, pupils not achieving at least 78 points and 6+ in all PSE and CLL. Secondly, moderated teacher assessment at the end of KS1, pupils scoring 2C and below in writing. (The group drawn together to make proposals also considered including KS1 maths results along with writing. However the inclusion of maths did not make a significant difference to the distribution of resources.)
- vii. The social deprivation measure should be derived using the Experian Mosaic postcode level data and relate to the number of pupils in each school within the lowest quartile nationally for wealth/poverty factors.
- viii. The weighting of the prior attainment and social deprivation should be 75% on attainment and 25% on social deprivation. This balance is being recommended following consideration of the effect of using a wide range of different weightings, 50% attainment and 50% social deprivation, see tables in Appendices 1 and 1a. Schools are listed in the tables in order of the percentage of each school's population within the lowest quartile nationally for wealth/poverty factors.
- ix. A small Age Weighted Pupil Unit (AWPU) element should be included to reflect the relative size of schools, after consideration of different values £29 per pupil is recommended.
- x. A small flat rate should be included, the recommendation is £2201 which is equivalent to an NPA of 5 hours.
- xi. A mechanism to protect schools with a high percentage of statements should be included. It is recommended that schools should receive direct funding that covers the first 10 hours of NPA for any pupil with a statement over the number equivalent to 3.5% of the school's total population. This protection for a small number of schools with a disproportionate number of statements mitigates significant losses for those with a very high proportion of high level need pupils. Using September 2010 data five schools

would receive additional funding at a total cost of £17,300 with the amount for individual schools ranging from £264 to £10, 873.

7. The total funding potentially available for distribution is £2,750,592. This comprises: the funds currently delegated; the funding for above 5 hours of NPA up to the 10 hours level for all statements; the NPAs up to 10 hours currently allocated for hearing, visual, physical, speech and language, and behaviour needs; and an additional £700k from centrally retained budgets including TISSM funding and the Independent Special Schools budget. It is important to note that the final amount of additional funding is dependent upon the overall DSG settlement. The SEN and Social Deprivation Working Group wishes to recommend to Schools' Forum that SEN should not be disproportionately affected by any reduction in DSG.
8. Adjusting the SEN funding formula results in some schools having increased resources whilst a smaller number of schools would receive a lower level of funding. This is the case, even with the addition of the £700k from centrally retained budgets, because a proportion of the money that it is proposed should be allocated through the new formula is currently allocated in a variety of different ways to individual schools. All the current funding arrangements have been taken into account in the calculation of how the proposed new funding arrangements would affect individual schools' budgets. See Appendices 1 and 1a.
9. The group proposes a transitional protection factor at 50% of any reduction in SEN funding above 1% of a school's total budget for 2011-12 financial year. The cost of this and number of schools affected changes according the proportions of attainment and social deprivation used. Using 75% attainment and 25% social deprivation this one off payment would apply to 4 schools at a total cost of £23k, if using 50% attainment and social deprivation it would apply to 5 schools and cost £27k. See Appendices 1 and 1a.

#### For consideration

10. Members of the Schools' Forum are asked to consider the recommendations of the working group for funding SEN in primary phase schools for implementation from April 2011.

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SEN/NPA Delegation

Appendix 1

Impact of changed delegation methodology using 75% on attainment model.

	5 + 5 hours	Amount
Quantum	<b>£2,750,592</b>	
Wealth/poverty	<b>25%</b>	£319,569
Attainment	<b>75%</b>	£958,707
Flat Rate		£440,200
AWPU		£991,800
Premium payment		£17,299
Transition		£23,017
<b>Total</b>		<b>£2,750,592</b>

	5 + 5 hours	%
Gains	171	86%
Losses	29	15%
High gain	£20,809	2.7%
High loss	-£11,517	-1.2%

DfE	School	NOR	No'of pupils in lowest Deprivation quartile	AWPU	Flat rate	Deprivation	Attainment	Exceptional number of statements premium payment	Transition	Total funding	Change in funding	Change as % of school budget
2230	Trowbridge Longmeadow Primary School	116	98	£3,364	£2,201	£7,014	£5,049	£0	£0	£17,628	£5,830	1.2%
2190	Woodlands Primary School	226	183	£6,554	£2,201	£13,098	£7,871	£0	£0	£29,723	£1,387	0.2%
5206	Studley Green Primary School	181	120	£5,249	£2,201	£8,589	£10,278	£0	£0	£26,317	£10,947	1.1%
2192	Pembroke Park Primary School	198	122	£5,742	£2,201	£8,732	£4,864	£0	£0	£21,539	£12,009	1.9%
3331	St Peter's Church of England Voluntary Aided Primary School, Devizes	64	33	£1,856	£2,201	£2,362	£3,894	£0	£0	£10,313	£5,669	2.2%
3472	Bellefield Primary and Nursery School	272	141	£7,888	£2,201	£10,092	£7,332	£0	£0	£27,512	£7,817	1.1%
3030	St Dunstan Church of England Primary School	314	136	£9,106	£2,201	£9,734	£14,219	£0	£0	£35,260	£10,223	1.0%
2168	Priestley Primary School	125	51	£3,625	£2,201	£3,650	£3,983	£0	£0	£13,459	£6,891	1.7%
2182	Corsham Regis Primary School	147	56	£4,263	£2,201	£4,008	£5,719	£0	£0	£16,191	£7,267	1.5%
2027	Newtown Community Primary School	197	74	£5,713	£2,201	£5,296	£10,003	£0	£0	£23,214	£7,535	1.2%
2023	St Paul's Primary School	259	94	£7,511	£2,201	£6,728	£11,102	£0	£0	£27,542	£7,800	1.0%
2023	St Mary's Church of England Infant School	144	50	£4,176	£2,201	£3,579	£4,286	£0	£0	£14,242	£7,901	1.3%
3216	St Peter's Junior School	163	56	£4,727	£2,201	£4,008	£2,853	£0	£0	£13,789	£2,283	0.4%
2080	Redland Community Primary School	288	92	£8,352	£2,201	£6,585	£8,904	£0	£0	£26,042	£10,721	1.3%
2087	St Martin's Church of England (Voluntary Aided) Primary School	133	42	£3,857	£2,201	£3,006	£6,932	£0	£0	£15,996	£2,419	0.5%
3470	Wilton and Barford Church of England Primary School	117	37	£3,393	£2,201	£2,648	£5,346	£0	£0	£13,588	£557	0.1%
2136	Westbury Infants School	187	55	£5,423	£2,201	£3,936	£9,947	£0	£0	£21,507	£11,546	1.7%
3468	Amesbury Church of England Voluntary Controlled Primary School	207	59	£6,003	£2,201	£4,223	£8,781	£10,873	£0	£32,081	£1,803	0.3%
2022	Ivy Lane Primary School	287	82	£8,323	£2,201	£5,869	£8,385	£0	£0	£24,778	£6,563	0.8%
5205	Frogwell Primary School	346	103	£10,034	£2,201	£7,372	£11,155	£0	£0	£30,762	£10,250	0.9%
2037	Devizes Southbroom Infants School	155	41	£4,495	£2,201	£2,934	£6,116	£0	£0	£15,746	£9,867	2.0%
2208	Pewsey Primary School	161	41	£4,669	£2,201	£2,934	£3,341	£0	£0	£13,145	£1,866	0.4%
2191	Salisbury Manor Fields Primary School	175	47	£5,075	£2,201	£3,364	£4,136	£0	£0	£14,776	£2,276	0.4%
3190	St John's Church of England Primary, Warminster	110	29	£3,190	£2,201	£2,076	£5,626	£0	£0	£13,093	£1,794	0.5%
3207	Dilton Marsh Church of England Primary School	167	43	£4,843	£2,201	£3,078	£4,224	£0	£0	£14,346	£8,891	1.8%
3192	Westbury Church of England Junior School	229	58	£6,641	£2,201	£4,151	£4,866	£0	£0	£17,859	£-3,148	-0.4%
3466	The Manor Church of England Primary School	217	54	£6,293	£2,201	£3,865	£6,779	£0	£11,325	£30,463	£-11,517	-1.2%
5202	King's Park Primary School, Melksham	380	96	£11,020	£2,201	£6,871	£14,624	£0	£0	£34,716	£-8,144	-0.7%
3056	Southbroom Church of England Junior School	234	57	£6,786	£2,201	£4,080	£5,600	£0	£0	£18,666	£1,121	0.2%
3170	Staverton Church of England Voluntary Controlled Primary School	217	51	£6,293	£2,201	£3,650	£6,811	£0	£0	£18,955	£3,403	0.5%
5215	Castle Primary School, Ludgershall	228	54	£6,612	£2,201	£3,865	£9,458	£0	£0	£22,136	£7,472	1.1%
2003	Fynamore Primary School	412	95	£11,948	£2,201	£6,799	£15,085	£0	£0	£36,034	£-5,496	-0.5%
3448	Bemerton St John Church of England Aided Primary School	161	38	£4,669	£2,201	£2,720	£4,889	£0	£0	£14,479	£7,458	1.6%
2196	Holbrook Primary School	226	52	£6,554	£2,201	£3,722	£7,504	£0	£0	£19,980	£5,522	0.8%
3172	Stratford-sub-Castle Church of England Voluntary Controlled Primary School	136	31	£3,944	£2,201	£2,219	£7,389	£0	£0	£15,752	£4,443	1.0%
2226	Charter Primary School	245	55	£7,105	£2,201	£3,936	£7,969	£0	£0	£21,211	£-3,739	-0.4%
3412	Christ The King Catholic School Amesbury	269	57	£7,801	£2,201	£4,080	£10,815	£0	£0	£24,897	£10,724	1.3%
5204	Saint Edmund's R C Primary School	200	42	£5,800	£2,201	£3,006	£3,862	£0	£0	£14,869	£7,586	1.3%
2178	Princecroft Primary School	98	21	£2,842	£2,201	£1,503	£2,918	£0	£1,905	£11,369	£-1,985	-0.6%

3425	St Osmund's Catholic Primary School	207	42	£6,003	£2,201	£3,006	£6,388	£0	£0	£17,598	£7,060	1.2%
5219	Clarendon Infants School	304	62	£8,816	£2,201	£4,437	£14,768	£0	£0	£30,223	£20,809	2.7%
2198	Ludwell Community Primary School	66	13	£1,914	£2,201	£930	£1,489	£0	£0	£6,534	£1,192	0.5%
5207	St George's Catholic Primary School, Warminster	129	25	£3,741	£2,201	£1,789	£3,038	£0	£0	£10,769	£3,151	0.8%
5209	Paxcroft Primary School	273	53	£7,917	£2,201	£3,793	£9,361	£0	£0	£23,272	£9,439	1.2%
2008	Fitzmaurice Primary School	218	41	£6,322	£2,201	£2,934	£6,632	£0	£0	£18,090	£8,023	1.3%
2028	Corsham Primary School	549	102	£15,921	£2,201	£7,300	£16,081	£0	£0	£41,503	£-1,399	-0.1%
3319	St Peter's Church of England Primary School, Chippenham	267	50	£7,743	£2,201	£3,579	£5,353	£0	£0	£18,875	£-6,046	-0.8%
2185	Mere School	215	38	£6,235	£2,201	£2,720	£4,503	£0	£0	£15,658	£7,574	1.1%
3203	St Bartholomew's Church of England Primary School (Voluntary Aided)	274	48	£7,946	£2,201	£3,435	£7,626	£0	£0	£21,209	£6,709	0.9%
5218	Clarendon Junior School, Tidworth	288	51	£8,352	£2,201	£3,650	£10,340	£0	£0	£24,543	£8,098	0.9%
5217	Zouch Primary School	313	54	£9,077	£2,201	£3,865	£8,718	£0	£0	£23,861	£-1,059	-0.1%
3117	Malmesbury Church of England Primary School	402	65	£11,658	£2,201	£4,652	£10,458	£0	£0	£28,970	£8,336	0.7%
5225	The Avenue School and Early Years Centre	288	48	£8,352	£2,201	£3,435	£11,918	£0	£0	£25,906	£7,699	0.9%
2184	Longleaze Primary School	221	36	£6,409	£2,201	£2,577	£5,783	£0	£0	£16,970	£3,066	0.4%
2170	Grove Primary School	413	66	£11,977	£2,201	£4,724	£13,736	£0	£0	£32,637	£11,212	0.9%
3045	St Sampson's Church of England Junior School	196	30	£5,684	£2,201	£2,147	£2,551	£0	£0	£12,583	£783	0.1%
3063	Durrington Church of England Controlled Junior School	195	30	£5,655	£2,201	£2,147	£2,492	£0	£0	£12,495	£4,512	0.7%
2202	St Sampson's Infant School	154	22	£4,466	£2,201	£1,575	£5,289	£0	£0	£13,530	£7,747	1.7%
3230	Dinton Church of England Voluntary Controlled Primary School	100	14	£2,900	£2,201	£1,002	£2,891	£0	£0	£8,994	£17	0.0%
3400	West Ashton Church of England Voluntary Aided Primary School	84	12	£2,436	£2,201	£859	£2,736	£0	£0	£8,232	£5,307	1.9%
2134	New Close Community School	165	21	£4,785	£2,201	£1,503	£4,440	£0	£0	£12,929	£4,900	1.0%
3164	Shrewton Church of England Primary School	96	12	£2,784	£2,201	£859	£4,072	£0	£0	£9,915	£4,010	1.2%
3061	Durrington All Saints Church of England Voluntary Controlled Infant School	149	18	£4,321	£2,201	£1,288	£5,286	£0	£0	£13,097	£1,391	0.3%
3462	Amesbury Archer Primary School	208	16	£6,032	£2,201	£1,145	£2,861	£0	£0	£12,239	£-553	-0.1%
3066	Morgan's Vale and Woodfalls Church of England Voluntary Aided Primary School	90	11	£2,610	£2,201	£787	£3,070	£0	£0	£8,668	£3,284	1.1%
3001	Dauntsey's Aided Primary School	160	19	£4,640	£2,201	£1,360	£4,313	£0	£0	£12,514	£8,228	1.8%
3030	St John's Catholic School Trowbridge	309	37	£8,961	£2,201	£2,648	£11,680	£0	£0	£25,490	£11,934	1.4%
3214	St Joseph's Catholic Primary School Devizes	216	25	£6,264	£2,201	£1,789	£5,532	£0	£0	£15,786	£8,066	1.3%
3022	Bulford St Leonard's CE (VA) Primary School	194	22	£5,626	£2,201	£1,575	£10,063	£0	£0	£19,465	£11,233	1.9%
3228	Queen's Crescent School	343	39	£9,947	£2,201	£2,791	£8,124	£2,024	£0	£25,087	£-672	-0.1%
3005	Nursted Community Primary School	186	18	£5,394	£2,201	£1,288	£4,954	£0	£0	£13,838	£5,707	1.0%
5200	Aloer Primary School	307	30	£8,903	£2,201	£2,147	£7,089	£0	£0	£20,340	£7,034	0.8%
2222	Walwayne Court School	280	26	£8,120	£2,201	£1,861	£7,725	£0	£0	£19,907	£5,991	0.8%
2193	Wansdyke Community School	233	22	£6,757	£2,201	£1,575	£7,140	£0	£0	£17,672	£7,985	0.9%
3176	St Mark's Church of England Junior School	354	32	£10,266	£2,201	£2,290	£3,158	£0	£0	£17,915	£5,651	0.6%
3239	St John's Church of England Primary School	81	7	£2,349	£2,201	£501	£2,980	£0	£0	£8,031	£553	0.2%
3344	Forest & Sandridge Church of England Primary School	184	17	£5,336	£2,201	£1,217	£4,655	£0	£0	£13,409	£2,873	0.5%
5201	Downton Church of England (Voluntary Aided) Primary School	197	17	£5,713	£2,201	£1,217	£3,891	£0	£0	£13,022	£5,069	0.9%
3088	Hilperton C.E.V.C. Primary School	151	12	£4,379	£2,201	£859	£4,376	£0	£0	£11,815	£-2,044	-0.4%
3244	By Brook Valley Church of England Primary School	142	11	£4,118	£2,201	£787	£2,612	£0	£0	£9,718	£1,351	0.3%
3352	Heytesbury Church of England Primary School	50	4	£1,450	£2,201	£286	£1,367	£1,849	£0	£7,153	£2,503	1.3%
3383	Sarum St Paul's Church of England Voluntary Aided Primary	210	16	£6,090	£2,201	£1,145	£6,267	£0	£0	£15,703	£-529	-0.1%
3381	Rushall Church of England Voluntary Aided School	96	7	£2,784	£2,201	£501	£2,796	£0	£0	£8,282	£2,971	1.0%
3407	Woodford Valley Church of England (Voluntary Aided) School	148	11	£4,292	£2,201	£787	£2,040	£0	£0	£9,320	£4,141	0.7%
3418	St Joseph's Catholic Primary School Malmesbury	111	8	£3,219	£2,201	£573	£1,643	£0	£0	£7,636	£360	0.1%
2091	Harnham Infant School	213	15	£6,177	£2,201	£1,074	£8,762	£0	£0	£18,213	£10,129	1.7%
2157	Wyndham Park Infants' School	246	17	£7,134	£2,201	£1,217	£4,740	£0	£0	£15,292	£5,482	0.8%
2162	Noremarsh Junior Community School	187	13	£5,423	£2,201	£930	£1,825	£0	£0	£10,379	£290	0.1%
2223	Bowerhill Primary School	339	23	£9,831	£2,201	£1,646	£8,126	£0	£0	£21,804	£6,759	0.7%
3141	Oare Church of England Primary School	82	6	£2,378	£2,201	£429	£1,704	£0	£0	£6,712	£2,856	1.1%
3193	Westbury Leigh Church of England Primary School	396	26	£11,484	£2,201	£1,861	£8,816	£0	£0	£24,362	£6,973	0.6%
3465	Wylve Valley School	113	8	£3,277	£2,201	£573	£5,044	£0	£0	£11,095	£3,135	0.7%
2052	Hilmarton Primary School	108	7	£3,132	£2,201	£501	£3,709	£0	£0	£9,543	£4,358	1.3%
3362	St Andrew's Church of England Voluntary Aided Primary School	166	10	£4,814	£2,201	£716	£2,311	£0	£0	£10,042	£3,132	0.7%
5222	Rowde Church of England Voluntary Aided Primary School	217	14	£6,293	£2,201	£1,002	£4,587	£0	£0	£14,083	£-1,209	-0.2%
2031	Neston Primary School	168	10	£4,872	£2,201	£716	£3,434	£0	£0	£11,223	£1,974	0.4%
2034	Monkton Park Community Primary School	193	11	£5,597	£2,201	£787	£4,349	£0	£0	£12,934	£789	0.1%

2140	Wootton Bassett Infants	103	6	£2,987	£2,201	£429	£3,467	£0	£0	£9,084	£5,796	1.8%
3158	Harnham Church of England Controlled Junior School	267	17	£7,743	£2,201	£1,217	£3,286	£0	£0	£14,447	£3,448	-0.4%
3437	St Patrick's Catholic Primary School	198	12	£5,742	£2,201	£859	£3,249	£0	£0	£12,051	£3,986	0.7%
5208	St Mary's R.C. Primary School, Chippenham	270	16	£7,830	£2,201	£1,145	£5,227	£0	£0	£16,404	£3,639	0.5%
2009	Bratton Primary School	173	9	£5,017	£2,201	£644	£5,964	£0	£0	£13,826	£2,929	0.6%
2137	Westwood-with-Iford School	83	4	£2,407	£2,201	£286	£881	£0	£0	£5,775	£3,660	1.3%
3036	Chirton Church of England Primary	40	2	£1,160	£2,201	£143	£1,459	£0	£0	£4,963	£3,034	1.7%
3049	Collingbourne Church of England Primary School	108	5	£3,132	£2,201	£358	£1,673	£0	£0	£7,364	£3,346	0.9%
3135	North Bradley Church of England Primary School	173	8	£5,017	£2,201	£573	£3,950	£0	£0	£11,741	£3,216	0.6%
3191	The Minster Church of England Primary School	206	11	£5,974	£2,201	£787	£7,995	£0	£0	£16,957	£5,842	1.0%
3205	Warminster Sambourne Church of England (Voluntary Controlled) Primary School	152	7	£4,408	£2,201	£501	£6,205	£0	£0	£13,315	£4,091	0.9%
3460	Alderbury & West Grimstead Church of England Primary	155	8	£4,495	£2,201	£573	£5,136	£0	£0	£12,405	£2,538	-0.6%
2225	Bitham Brook Primary School	271	12	£7,859	£2,201	£859	£7,385	£0	£0	£18,304	£280	0.0%
2006	The Mead Community Primary School	499	19	£14,471	£2,201	£1,360	£4,083	£0	£7,941	£30,055	£8,039	-0.6%
2053	Horningsham Primary School	71	3	£2,059	£2,201	£215	£2,432	£0	£0	£6,906	£4,763	1.9%
3019	Broad Town Church of England Primary School	54	2	£1,566	£2,201	£143	£912	£0	£0	£4,822	£2,353	1.1%
3020	St Nicholas Church of England (V.C.) Primary School Bromham	85	3	£2,465	£2,201	£215	£2,736	£0	£0	£7,617	£6	0.0%
3023	St Katharine's CE (VC) Primary School	78	3	£2,262	£2,201	£215	£2,070	£0	£0	£6,747	£4,491	1.7%
3100	Lacock Church of England Primary School	79	3	£2,291	£2,201	£215	£2,918	£0	£0	£7,624	£4,601	1.7%
3104	Lea and Garsdon Church of England Primary School	83	3	£2,407	£2,201	£215	£2,496	£0	£0	£7,318	£4,096	1.5%
3143	Ogbourne St George & St Andrew Voluntary Controlled Church of England Primary School	80	3	£2,320	£2,201	£215	£2,188	£0	£0	£6,923	£4,473	1.7%
3174	Sutton Veny Church of England (Voluntary Controlled) School	169	7	£4,901	£2,201	£501	£3,193	£0	£0	£10,796	£6,231	1.3%
3330	Derry Hill Church of England Voluntary Aided School	206	8	£5,974	£2,201	£573	£4,526	£0	£0	£13,274	£5,768	1.0%
3388	Seend Church of England Voluntary Aided Primary School	103	4	£2,987	£2,201	£286	£3,040	£0	£0	£8,515	£3,559	1.1%
3461	Kennet Valley (Church of England Aided) Primary School	68	3	£1,972	£2,201	£215	£2,159	£0	£0	£6,546	£3,504	1.1%
5213	Holy Trinity Church of England School, Calne	203	8	£5,887	£2,201	£573	£4,896	£0	£0	£13,557	£1,437	0.2%
3044	Greentrees Primary School	232	7	£6,728	£2,201	£501	£7,754	£0	£0	£17,184	£5,714	0.8%
3048	King's Lodge Community School	390	13	£11,310	£2,201	£930	£8,816	£0	£0	£23,258	£2,989	-0.3%
3047	Crockerton Church of England Voluntary Aided Primary School	90	3	£2,610	£2,201	£215	£2,339	£0	£0	£7,364	£3,003	1.0%
3134	Newton Tony Church of England Voluntary Controlled Primary School	36	1	£1,044	£2,201	£72	£365	£0	£0	£3,682	£2,040	1.3%
3160	St George's Church of England Primary School, Semington	70	2	£2,030	£2,201	£143	£2,798	£0	£0	£7,172	£436	-0.2%
3099	Winsley Church of England Voluntary Controlled Primary School	113	3	£3,277	£2,201	£215	£1,672	£0	£0	£7,365	£1,895	0.5%
3085	Wardour Catholic Primary School	70	2	£2,030	£2,201	£143	£2,586	£0	£0	£6,960	£4,501	1.9%
3449	Broad Chalke CE Aided Primary School	184	6	£5,336	£2,201	£429	£3,652	£0	£0	£11,618	£2,150	0.4%
3450	Great Wishford Church of England (Aided) Primary School	115	3	£3,335	£2,201	£215	£4,806	£0	£0	£10,557	£7,149	2.0%
3453	Chilmark & Fonthill Bishop Church of England Aided Primary School	118	3	£3,422	£2,201	£215	£2,917	£0	£0	£8,755	£4,863	1.4%
5212	Sutton Bengier Church of England Aided Primary School	139	4	£4,031	£2,201	£286	£2,132	£0	£0	£8,650	£4,018	1.0%
2040	Easton Royal Community Primary School	45	1	£1,305	£2,201	£72	£913	£0	£0	£4,491	£2,873	1.6%
2159	Kiwi School	131	3	£3,799	£2,201	£215	£4,743	£0	£0	£10,958	£296	0.1%
3002	Ashton Keynes Church of England Primary School	185	3	£5,365	£2,201	£215	£5,564	£0	£0	£13,345	£938	0.2%
3015	Bradford on Avon Christ Church	405	10	£11,745	£2,201	£716	£12,140	£0	£0	£26,801	£3,734	0.3%
3017	Britford Church of England Controlled Primary School	43	1	£1,247	£2,201	£72	£1,155	£0	£0	£4,675	£1,807	-0.5%
3035	Cherhill Church of England Primary School	189	3	£5,481	£2,201	£215	£4,962	£0	£0	£12,859	£5,875	1.1%
3090	Holt Voluntary Controlled Primary School	113	2	£3,277	£2,201	£143	£2,371	£0	£0	£7,993	£987	-0.3%
3094	Keevil Church of England Aided Primary School	94	2	£2,726	£2,201	£143	£3,467	£0	£0	£8,537	£5,451	1.8%
3162	Shaw Church of England (Controlled) Primary School	197	3	£5,713	£2,201	£215	£6,445	£0	£0	£14,574	£1,920	0.3%
3166	Southwick Church of England Primary School	154	3	£4,466	£2,201	£215	£5,472	£0	£0	£12,353	£2,022	0.4%
3454	Semley Church of England Voluntary Aided Primary School	133	3	£3,857	£2,201	£215	£4,442	£2,289	£0	£13,004	£3,952	1.0%
3471	Lynham Primary	349	6	£10,121	£2,201	£429	£10,630	£0	£0	£23,382	£8,571	0.8%
5224	All Saints Voluntary Aided Church of England Primary School, Netheravon	179	3	£5,191	£2,201	£215	£5,083	£0	£0	£12,689	£1,332	0.3%
2065	Larkhill Primary School	269	4	£7,801	£2,201	£286	£8,511	£0	£0	£18,799	£6,629	-0.8%
2086	Stanton St Quintin Primary School	113	1	£3,277	£2,201	£72	£3,861	£0	£0	£9,410	£4,120	1.2%
3013	Box Church of England Primary School	176	1	£5,104	£2,201	£72	£3,769	£0	£0	£11,146	£6,486	1.3%
3038	Christian Malford Church of England Primary School	74	1	£2,146	£2,201	£72	£1,733	£0	£0	£6,151	£287	0.1%
3096	Kington St Michael Church of England Primary School	114	1	£3,306	£2,201	£72	£2,098	£0	£0	£7,677	£492	-0.1%
3102	Langley Fitzurse Church of England Primary School	110	1	£3,190	£2,201	£72	£3,070	£0	£0	£8,532	£2,888	0.8%
3149	Preshute Church of England Primary School	195	1	£5,655	£2,201	£72	£2,216	£0	£0	£10,144	£3,821	0.7%
3150	St Mary's Church of England Primary School, Purton	313	3	£9,077	£2,201	£215	£7,410	£0	£0	£18,903	£707	0.1%

3163	Sherston Church of England Primary School	168	1	£4,872	£2,201	£72	£2,886	£0	£0	£10,031	£3,540	0.7%
3220	Minety Church of England Primary School	114	1	£3,306	£2,201	£72	£3,162	£0	£0	£8,741	£1,452	0.4%
3242	Brinkworth Earl Danby's Church of England Primary School	159	2	£4,611	£2,201	£143	£4,043	£0	£0	£10,998	£6,075	1.2%
3308	Bishops Cannings Church of England (Aided) Primary School	170	2	£4,930	£2,201	£143	£5,165	£0	£0	£12,439	£6,777	1.4%
3316	Chapmanslade Church of England Voluntary Aided Primary School	94	1	£2,726	£2,201	£72	£2,523	£0	£0	£7,521	£4,032	1.3%
3355	St Nicholas Church of England Primary School, Porton	70	1	£2,030	£2,201	£72	£1,580	£0	£0	£5,883	£-2,450	-1.0%
3406	Woodborough Church of England (Voluntary Aided) Primary School	148	1	£4,292	£2,201	£72	£2,038	£0	£0	£8,602	£1,234	0.3%
3456	Great Cheverell, The Holy Trinity Church of England Voluntary Aided School	145	1	£4,205	£2,201	£72	£3,616	£0	£0	£10,094	£2,439	0.6%
2045	Gomeldon Primary School	144	0	£4,176	£2,201	£0	£2,462	£0	£0	£8,839	£3,520	0.8%
2060	Luckington Community School	46	0	£1,334	£2,201	£0	£518	£0	£0	£4,053	£2,026	1.1%
2076	Odstock Primary School	21	0	£609	£2,201	£0	£1,794	£0	£0	£4,604	£4,604	0.0%
2087	Ramsbury School	205	0	£5,945	£2,201	£0	£4,197	£0	£0	£12,343	£3,969	0.7%
2216	Burbage Primary School	133	0	£3,857	£2,201	£0	£2,035	£0	£0	£8,093	£2,040	0.5%
3000	All Cannings Church of England Primary School	116	0	£3,364	£2,201	£0	£3,495	£0	£0	£9,060	£1,067	0.3%
3018	Broad Hinton Church of England Primary School	112	0	£3,248	£2,201	£0	£1,944	£0	£1,846	£9,239	£-1,881	-0.5%
3021	St Mary's Broughton Gifford Voluntary Controlled Church of England Primary School	62	0	£1,798	£2,201	£0	£1,550	£0	£0	£5,549	£3,282	1.5%
3040	Colerne Church of England Primary School	204	0	£5,916	£2,201	£0	£4,650	£0	£0	£12,767	£2,761	0.5%
3048	Crudwell Church of England Primary School	91	0	£2,639	£2,201	£0	£1,885	£0	£0	£6,725	£1,852	0.6%
3071	Figheldean St Michael's Church of England Primary School	89	0	£2,581	£2,201	£0	£1,946	£264	£0	£6,992	£-2,251	-0.8%
3078	Grafton Church of England Primary School	19	0	£551	£2,201	£0	£1,308	£0	£0	£4,060	£2,558	1.6%
3086	Heddington Church of England Primary School	33	0	£957	£2,201	£0	£851	£0	£0	£4,009	£36	0.0%
3091	Hullavington Church of England School	112	0	£3,248	£2,201	£0	£3,221	£0	£0	£8,670	£5,239	1.4%
3110	Lydiard Millicent Church of England Primary School	192	0	£5,568	£2,201	£0	£1,670	£0	£0	£9,439	£3,809	0.7%
3140	Oaksey Church of England Primary School	88	0	£2,552	£2,201	£0	£2,797	£0	£0	£7,550	£3,256	1.1%
3159	Seagry Church of England Primary School	59	0	£1,711	£2,201	£0	£1,125	£0	£0	£5,037	£2,970	1.4%
3151	Shalbourne Church of England Primary School	30	0	£870	£2,201	£0	£1,003	£0	£0	£4,074	£1,824	1.1%
3186	Urchfont C.E. Primary School	96	0	£2,784	£2,201	£0	£1,457	£0	£0	£6,442	£2,950	1.0%
3201	Winterbourne Earls Church of England Primary School	188	0	£5,452	£2,201	£0	£3,557	£0	£0	£11,210	£831	0.2%
3222	St Barnabas Church of England School, Market Lavington	97	0	£2,813	£2,201	£0	£3,467	£0	£0	£8,481	£667	0.2%
3229	Coombe Bissett Church of England Primary School	100	0	£2,900	£2,201	£0	£2,432	£0	£0	£7,533	£2,827	0.9%
3243	Great Bedwyn Church of England Primary School	211	0	£6,119	£2,201	£0	£3,408	£0	£0	£11,728	£5,368	0.9%
3300	St Michael's Church of England (Aided) Primary School, Aldbourne	119	0	£3,451	£2,201	£0	£4,379	£0	£0	£10,031	£955	0.3%
3306	Baydon St Nicholas Church of England School	110	0	£3,190	£2,201	£0	£2,920	£0	£0	£8,311	£4,546	1.3%
3318	Chilton Foliat Church of England Voluntary Aided Primary School	94	0	£2,726	£2,201	£0	£2,828	£0	£0	£7,755	£3,141	1.0%
3372	The New Forest C.E. (VA) at Landford, Nomansland & Hamptworth	157	0	£4,553	£2,201	£0	£2,677	£0	£0	£9,431	£-743	-0.1%
3396	St Thomas a Becket Church of England Voluntary Aided School	52	0	£1,508	£2,201	£0	£1,551	£0	£0	£5,260	£3,886	2.0%
3402	Whiteparish All Saints Church of England Aided Primary School	118	0	£3,422	£2,201	£0	£1,764	£0	£0	£7,387	£3,913	1.1%
3405	Winterslow Church of England Aided Primary School	178	0	£5,162	£2,201	£0	£3,227	£0	£0	£10,590	£5,820	1.2%
3457	Somerfords Walter Powell Church of England Voluntary Aided Primary School	50	0	£1,450	£2,201	£0	£1,551	£0	£0	£5,202	£3,637	1.9%
3459	Hindon Church of England Voluntary Aided Primary School	37	0	£1,073	£2,201	£0	£1,855	£0	£0	£5,129	£3,247	2.0%
3463	Whitesheet Church of England Voluntary Aided Primary School	81	0	£2,349	£2,201	£0	£1,885	£0	£0	£6,435	£-639	-0.2%
3467	Churchfields, The Village School	131	0	£3,799	£2,201	£0	£2,614	£0	£0	£8,614	£3,497	0.8%
3469	Five Lanes Primary	101	0	£2,929	£2,201	£0	£2,796	£0	£0	£7,926	£4,235	1.1%
5216	Pitton Church of England (Voluntary Aided) Primary School	88	0	£2,552	£2,201	£0	£2,035	£0	£0	£6,788	£4,565	1.6%
2029	Lypiatt Primary School	18	0	£522	£2,201	£0	£821	£0	£0	£3,544	£1,592	0.8%
				£991,800	£440,200	£319,569	£958,707	£17,299	£23,017	£2,750,592	£700,000	

SEN/NPA Delegation

Appendix 1a

Impact of changed delegation methodology using 50% on attainment model.

	5 + 5 hours	Amount
Quantum	<b>£2,750,592</b>	
Wealth/poverty	<b>50%</b>	£637,346
Attainment	<b>50%</b>	£637,346
Flat Rate		£440,200
Bwpu		£991,800
Premium payment		£17,299
Transition		£26,601
		<b>£2,750,592</b>

	5 + 5 hours	
Gains	160	80%
Losses	40	20%
High gain	£20,271	3.0%
High loss	-£10,763	-1.1%

NativeID	School	NOR	No'of pupils in lowest Deprivation quartile	AWPU	Flat rate	Deprivation	Attainment	Exceptional number of statements premium payment	Transition	Total funding	Change in funding	Change as % of school budget
2230	Trowbridge Longmeadow Primary School	116	98	£3,364	£2,201	£13,989	£3,357	£0	£0	£22,911	£11,112	2.3%
2190	Woodlands Primary School	226	183	£6,554	£2,201	£26,122	£5,232	£0	£0	£40,109	£11,773	1.7%
5206	Studley Green Primary School	181	120	£5,249	£2,201	£17,129	£6,833	£0	£0	£31,412	£16,042	1.6%
202	Pembroke Park Primary School	198	122	£5,742	£2,201	£17,415	£3,233	£0	£0	£28,591	£19,061	3.0%
2531	St Peter's Church of England Voluntary Aided Primary School, Devizes	64	33	£1,856	£2,201	£4,711	£2,589	£0	£0	£11,357	£6,712	2.7%
2472	Bellefield Primary and Nursery School	272	141	£7,888	£2,201	£20,127	£4,874	£0	£0	£35,090	£15,394	2.1%
2030	St Dunstan Church of England Primary School	314	136	£9,106	£2,201	£19,413	£9,453	£0	£0	£40,173	£15,136	1.4%
2168	Priestley Primary School	125	51	£3,625	£2,201	£7,280	£2,648	£0	£0	£15,754	£9,186	2.2%
2042	Corsham Regis Primary School	147	56	£4,263	£2,201	£7,994	£3,802	£0	£0	£18,260	£9,335	1.9%
2227	Newtown Community Primary School	197	74	£5,713	£2,201	£10,563	£6,650	£0	£0	£25,127	£9,448	1.5%
2023	St Paul's Primary School	259	94	£7,511	£2,201	£13,418	£7,381	£0	£0	£30,511	£10,769	1.4%
3123	St Mary's Church of England Infant School	144	50	£4,176	£2,201	£7,137	£2,849	£0	£0	£16,363	£10,023	1.7%
3216	St Peter's Junior School	163	56	£4,727	£2,201	£7,994	£1,897	£0	£0	£16,818	£5,312	0.9%
2180	Redland Community Primary School	288	92	£8,352	£2,201	£13,132	£5,920	£0	£0	£29,605	£14,284	1.8%
3387	St Martin's Church of England (Voluntary Aided) Primary School	133	42	£3,857	£2,201	£5,995	£4,609	£0	£0	£16,662	£3,084	0.6%
3470	Wilton and Barford Church of England Primary School	117	37	£3,393	£2,201	£5,281	£3,554	£0	£0	£14,430	£1,398	0.3%
2136	Westbury Infants School	187	55	£5,423	£2,201	£7,851	£6,613	£0	£0	£22,088	£12,126	1.8%
3468	Amesbury Church of England Voluntary Controlled Primary School	207	59	£6,003	£2,201	£8,422	£5,838	£10,873	£0	£33,336	£3,059	0.5%
2022	Ivy Lane Primary School	287	82	£8,323	£2,201	£11,705	£5,574	£0	£0	£27,803	£9,588	1.1%
5205	Frogwell Primary School	346	103	£10,034	£2,201	£14,702	£7,416	£0	£0	£34,354	£13,841	1.2%
2037	Devizes Southbroom Infants School	155	41	£4,495	£2,201	£5,852	£4,066	£0	£0	£16,614	£10,735	2.2%
2208	Pewsey Primary School	161	41	£4,669	£2,201	£5,852	£2,221	£0	£0	£14,943	£3,665	0.7%
2191	Salisbury Manor Fields Primary School	175	47	£5,075	£2,201	£6,709	£2,750	£0	£0	£16,734	£4,234	0.7%
3190	St John's Church of England Primary, Warminster	110	29	£3,190	£2,201	£4,140	£3,740	£0	£0	£13,271	£1,972	0.5%
3207	Dilton Marsh Church of England Primary School	167	43	£4,843	£2,201	£6,138	£2,808	£0	£0	£15,990	£10,536	2.1%
3192	Westbury Church of England Junior School	229	58	£6,641	£2,201	£8,279	£3,235	£0	£0	£20,356	-£651	-0.1%
3466	The Manor Church of England Primary School	217	54	£6,293	£2,201	£7,708	£4,506	£0	£10,508	£31,216	-£10,763	-1.1%
5202	King's Park Primary School, Melksham	380	96	£11,020	£2,201	£13,703	£9,722	£0	£0	£36,646	-£6,213	-0.6%
3056	Southbroom Church of England Junior School	234	57	£6,786	£2,201	£8,136	£3,723	£0	£0	£20,846	£3,300	0.5%
3170	Staverton Church of England Voluntary Controlled Primary School	217	51	£6,293	£2,201	£7,280	£4,528	£0	£0	£20,302	£4,750	0.7%
5215	Castle Primary School, Ludgershall	228	54	£6,612	£2,201	£7,708	£6,288	£0	£0	£22,809	£8,145	1.2%
2003	Fynamore Primary School	412	95	£11,948	£2,201	£13,561	£10,029	£0	£0	£37,738	-£3,792	-0.3%
3448	Bemerton St John Church of England Aided Primary School	161	38	£4,669	£2,201	£5,424	£3,250	£0	£0	£15,545	£8,524	1.8%
2196	Holbrook Primary School	226	52	£6,554	£2,201	£7,423	£4,988	£0	£0	£21,166	£6,708	1.0%

3172	Stratford-sub-Castle Church of England Voluntary Controlled Primary School	136	31	£3,944	£2,201	£4,425	£4,912	£0	£0	£15,482	£4,173	1.0%
2226	Charter Primary School	245	55	£7,105	£2,201	£7,851	£5,298	£0	£0	£22,454	£2,496	-0.3%
3412	Christ The King Catholic School Amesbury	269	57	£7,801	£2,201	£8,136	£7,190	£0	£0	£25,328	£11,156	1.3%
5204	Saint Edmund's R C Primary School	200	42	£5,800	£2,201	£5,995	£2,568	£0	£0	£16,564	£9,281	1.6%
2178	Princecroft Primary School	98	21	£2,842	£2,201	£2,998	£1,940	£0	£0	£9,981	£3,373	-1.0%
3425	St Osmund's Catholic Primary School	207	42	£6,003	£2,201	£5,995	£4,247	£0	£0	£18,446	£7,908	1.3%
5219	Clarendon Infants School	304	62	£8,816	£2,201	£8,850	£9,818	£0	£0	£29,685	£20,271	2.7%
2198	Ludwell Community Primary School	66	13	£1,914	£2,201	£1,856	£990	£0	£0	£6,960	£1,618	0.7%
5207	St George's Catholic Primary School, Warminster	129	25	£3,741	£2,201	£3,569	£2,019	£0	£0	£11,530	£3,912	1.0%
5209	Paxcroft Primary School	273	53	£7,917	£2,201	£7,565	£6,223	£0	£0	£23,906	£10,074	1.3%
2008	Fitzmaurice Primary School	218	41	£6,322	£2,201	£5,852	£4,409	£0	£0	£18,784	£8,718	1.4%
2028	Corsham Primary School	549	102	£15,921	£2,201	£14,560	£10,690	£0	£0	£43,372	£470	0.0%
3319	St Peter's Church of England Primary School, Chippenham	267	50	£7,743	£2,201	£7,137	£3,558	£0	£0	£20,640	£4,282	-0.6%
2185	Mere School	215	38	£6,235	£2,201	£5,424	£2,993	£0	£0	£16,854	£8,769	1.2%
3203	St Bartholomew's Church of England Primary School (Voluntary Aided)	274	48	£7,946	£2,201	£6,852	£5,070	£0	£0	£22,069	£7,568	1.0%
5218	Clarendon Junior School, Tidworth	288	51	£8,352	£2,201	£7,280	£6,874	£0	£0	£24,707	£8,261	1.0%
5217	Zouch Primary School	313	54	£9,077	£2,201	£7,708	£5,796	£0	£0	£24,782	£138	0.0%
3117	Malmesbury Church of England Primary School	402	65	£11,658	£2,201	£9,278	£6,953	£0	£0	£30,090	£9,457	0.8%
5225	The Avenue School and Early Years Centre	288	48	£8,352	£2,201	£6,852	£7,923	£0	£0	£25,328	£7,121	0.8%
2184	Longleaze Primary School	221	36	£6,409	£2,201	£5,139	£3,845	£0	£0	£17,594	£3,689	0.5%
2170	Grove Primary School	413	66	£11,977	£2,201	£9,421	£9,131	£0	£0	£32,730	£11,305	0.9%
3045	St Sampson's Church of England Junior School	196	30	£5,684	£2,201	£4,282	£1,696	£0	£0	£13,863	£2,063	0.4%
3063	Durrington Church of England Controlled Junior School	195	30	£5,655	£2,201	£4,282	£1,657	£0	£0	£13,795	£5,812	0.9%
2202	St Sampson's Infant School	154	22	£4,466	£2,201	£3,140	£3,516	£0	£0	£13,323	£7,540	1.7%
3230	Dinton Church of England Voluntary Controlled Primary School	100	14	£2,900	£2,201	£1,998	£1,922	£0	£0	£9,021	£44	0.0%
3000	West Ashton Church of England Voluntary Aided Primary School	84	12	£2,436	£2,201	£1,713	£1,819	£0	£0	£8,169	£5,244	1.9%
3434	New Close Community School	165	21	£4,785	£2,201	£2,998	£2,952	£0	£0	£12,935	£4,906	1.0%
3064	Shrewton Church of England Primary School	96	12	£2,784	£2,201	£1,713	£2,707	£0	£0	£9,405	£3,500	1.1%
3061	Durrington All Saints Church of England Voluntary Controlled Infant School	149	18	£4,321	£2,201	£2,569	£3,514	£0	£0	£12,606	£900	0.2%
3462	Amesbury Archer Primary School	208	16	£6,032	£2,201	£2,284	£1,902	£0	£0	£12,419	£373	-0.1%
3066	Morgan's Vale and Woodfalls Church of England Voluntary Aided Primary School	90	11	£2,610	£2,201	£1,570	£2,041	£0	£0	£8,422	£3,037	1.0%
3001	Dauntsey's Aided Primary School	160	19	£4,640	£2,201	£2,712	£2,867	£0	£0	£12,421	£8,135	1.7%
3430	St John's Catholic School Trowbridge	309	37	£8,961	£2,201	£5,281	£7,765	£0	£0	£24,208	£10,653	1.3%
5214	St Joseph's Catholic Primary School Devizes	216	25	£6,264	£2,201	£3,569	£3,677	£0	£0	£15,711	£7,991	1.3%
3022	Bulford St Leonard's CE (VA) Primary School	194	22	£5,626	£2,201	£3,140	£6,690	£0	£0	£17,657	£9,426	1.6%
2228	Queen's Crescent School	343	39	£9,947	£2,201	£5,567	£5,401	£2,024	£0	£25,140	£620	-0.1%
2005	Nursted Community Primary School	186	18	£5,394	£2,201	£2,569	£3,294	£0	£0	£13,458	£5,328	1.0%
5200	Aloeric Primary School	307	30	£8,903	£2,201	£4,282	£4,713	£0	£0	£20,099	£6,793	0.8%
2222	Walwayne Court School	280	26	£8,120	£2,201	£3,711	£5,136	£0	£0	£19,168	£5,252	0.7%
2193	Wansdyke Community School	233	22	£6,757	£2,201	£3,140	£4,746	£0	£0	£16,845	£7,157	0.8%
3176	St Mark's Church of England Junior School	354	32	£10,266	£2,201	£4,568	£2,099	£0	£0	£19,134	£6,870	0.7%
3239	St John's Church of England Primary School	81	7	£2,349	£2,201	£999	£1,981	£0	£0	£7,530	£52	0.0%
3344	Forest & Sandridge Church of England Primary School	184	17	£5,336	£2,201	£2,427	£3,095	£0	£0	£13,058	£2,522	0.5%
5201	Downton Church of England (Voluntary Aided) Primary School	197	17	£5,713	£2,201	£2,427	£2,587	£0	£0	£12,928	£4,975	0.9%
3088	Hilperton C.E.V.C. Primary School	151	12	£4,379	£2,201	£1,713	£2,909	£0	£0	£11,202	£2,657	-0.6%
3244	By Brook Valley Church of England Primary School	142	11	£4,118	£2,201	£1,570	£1,737	£0	£0	£9,626	£1,258	0.3%
3352	Heytesbury Church of England Primary School	50	4	£1,450	£2,201	£571	£909	£1,849	£0	£6,980	£2,330	1.2%
3383	Sarum St Paul's Church of England Voluntary Aided Primary	210	16	£6,090	£2,201	£2,284	£4,166	£0	£0	£14,741	£1,491	-0.2%
3381	Rushall Church of England Voluntary Aided School	96	7	£2,784	£2,201	£999	£1,859	£0	£0	£7,843	£2,532	0.8%
3407	Woodford Valley Church of England (Voluntary Aided) School	148	11	£4,292	£2,201	£1,570	£1,356	£0	£0	£9,419	£4,240	0.7%
3418	St Joseph's Catholic Primary School Malmesbury	111	8	£3,219	£2,201	£1,142	£1,092	£0	£0	£7,654	£379	0.1%
2091	Harnham Infant School	213	15	£6,177	£2,201	£2,141	£5,825	£0	£0	£16,344	£8,260	1.4%
2157	Wyndham Park Infants' School	246	17	£7,134	£2,201	£2,427	£3,151	£0	£0	£14,913	£5,104	0.8%
2162	Noremars Junior Community School	187	13	£5,423	£2,201	£1,856	£1,213	£0	£0	£10,693	£604	0.1%
2223	Bowerhill Primary School	339	23	£9,831	£2,201	£3,283	£5,402	£0	£0	£20,717	£5,672	0.6%
3141	Oare Church of England Primary School	82	6	£2,378	£2,201	£856	£1,133	£0	£0	£6,568	£2,712	1.0%
3193	Westbury Leigh Church of England Primary School	396	26	£11,484	£2,201	£3,711	£5,861	£0	£0	£23,257	£5,869	0.5%
3465	Wylve Valley School	113	8	£3,277	£2,201	£1,142	£3,353	£0	£0	£9,973	£2,013	0.5%

2052	Hilmarton Primary School	108	7	£3,132	£2,201	£999	£2,466	£0	£0	£8,798	£3,613	1.0%
3362	St Andrew's Church of England Voluntary Aided Primary School	166	10	£4,814	£2,201	£1,427	£1,537	£0	£0	£9,979	£3,069	0.6%
5222	Rowde Church of England Voluntary Aided Primary School	217	14	£6,293	£2,201	£1,998	£3,050	£0	£0	£13,542	£-1,751	-0.3%
2031	Neston Primary School	168	10	£4,872	£2,201	£1,427	£2,283	£0	£0	£10,783	£1,535	0.3%
2034	Monkton Park Community Primary School	193	11	£5,597	£2,201	£1,570	£2,891	£0	£0	£12,259	£114	0.0%
2140	Wootton Bassett Infants	103	6	£2,987	£2,201	£856	£2,305	£0	£0	£8,349	£5,061	1.6%
3158	Harnham Church of England Controlled Junior School	267	17	£7,743	£2,201	£2,427	£2,184	£0	£0	£14,555	£-3,340	-0.4%
3437	St Patrick's Catholic Primary School	198	12	£5,742	£2,201	£1,713	£2,160	£0	£0	£11,816	£3,751	0.7%
5208	St Mary's R.C. Primary School, Chippenham	270	16	£7,830	£2,201	£2,284	£3,475	£0	£0	£15,790	£3,025	0.4%
2009	Bratton Primary School	173	9	£5,017	£2,201	£1,285	£3,965	£0	£0	£12,467	£1,570	0.3%
2137	Westwood-with-Iford School	83	4	£2,407	£2,201	£571	£585	£0	£0	£5,764	£3,650	1.3%
3036	Chirton Church of England Primary	40	2	£1,160	£2,201	£285	£970	£0	£0	£4,617	£2,687	1.5%
3049	Collingbourne Church of England Primary School	108	5	£3,132	£2,201	£714	£1,112	£0	£0	£7,159	£3,141	0.9%
3135	North Bradley Church of England Primary School	173	8	£5,017	£2,201	£1,142	£2,626	£0	£0	£10,986	£2,461	0.5%
3191	The Minster Church of England Primary School	206	11	£5,974	£2,201	£1,570	£5,315	£0	£0	£15,060	£3,945	0.7%
3205	Warminster Sambourne Church of England (Voluntary Controlled) Primary School	152	7	£4,408	£2,201	£999	£4,125	£0	£0	£11,733	£2,510	0.5%
3460	Alderbury & West Grimstead Church of England Primary	155	8	£4,495	£2,201	£1,142	£3,415	£0	£0	£11,253	£-3,690	-0.8%
2225	Bitham Brook Primary School	271	12	£7,859	£2,201	£1,713	£4,910	£0	£0	£16,683	£-1,901	-0.2%
2006	The Mead Community Primary School	499	19	£14,471	£2,201	£2,712	£2,714	£0	£7,942	£30,040	£-8,055	-0.6%
2053	Horningsham Primary School	71	3	£2,059	£2,201	£428	£1,617	£0	£0	£6,305	£4,161	1.7%
3019	Broad Town Church of England Primary School	54	2	£1,566	£2,201	£285	£606	£0	£0	£4,659	£2,190	1.1%
3020	St Nicholas Church of England (V.C.) Primary School Bromham	85	3	£2,465	£2,201	£428	£1,819	£0	£0	£6,913	£-698	-0.2%
3023	St Katharine's CE (VC) Primary School	78	3	£2,262	£2,201	£428	£1,376	£0	£0	£6,267	£4,010	1.5%
3100	Lacock Church of England Primary School	79	3	£2,291	£2,201	£428	£1,940	£0	£0	£6,860	£3,836	1.4%
3104	Lea and Garsdon Church of England Primary School	83	3	£2,407	£2,201	£428	£1,659	£0	£0	£6,695	£3,473	1.2%
3143	Ogbourne St George & St Andrew Voluntary Controlled Church of England Primary School	80	3	£2,320	£2,201	£428	£1,454	£0	£0	£6,404	£3,953	1.5%
3174	Sutton Veny Church of England (Voluntary Controlled) School	169	7	£4,901	£2,201	£999	£2,123	£0	£0	£10,224	£5,659	1.1%
3330	Derry Hill Church of England Voluntary Aided School	206	8	£5,974	£2,201	£1,142	£3,009	£0	£0	£12,326	£4,820	0.8%
3388	Seend Church of England Voluntary Aided Primary School	103	4	£2,987	£2,201	£571	£2,021	£0	£0	£7,780	£2,825	0.9%
3461	Kennet Valley (Church of England Aided) Primary School	68	3	£1,972	£2,201	£428	£1,435	£0	£0	£6,036	£2,994	1.0%
35213	Holy Trinity Church of England School, Calne	203	8	£5,887	£2,201	£1,142	£3,255	£0	£0	£12,485	£365	0.1%
3504	Greentrees Primary School	232	7	£6,728	£2,201	£999	£5,155	£0	£0	£15,083	£3,613	0.5%
3508	King's Lodge Community School	390	13	£11,310	£2,201	£1,856	£5,861	£0	£0	£21,228	£-5,019	-0.5%
3047	Crockerton Church of England Voluntary Aided Primary School	90	3	£2,610	£2,201	£428	£1,555	£0	£0	£6,794	£2,433	0.8%
3134	Newton Tony Church of England Voluntary Controlled Primary School	36	1	£1,044	£2,201	£143	£243	£0	£0	£3,631	£1,988	1.3%
3160	St George's Church of England Primary School, Semington	70	2	£2,030	£2,201	£285	£1,860	£0	£0	£6,376	£-1,231	-0.5%
3199	Winsley Church of England Voluntary Controlled Primary School	113	3	£3,277	£2,201	£428	£1,112	£0	£0	£7,018	£1,549	0.4%
3435	Wardour Catholic Primary School	70	2	£2,030	£2,201	£285	£1,719	£0	£0	£6,236	£3,776	1.6%
3449	Broad Chalke CE Aided Primary School	184	6	£5,336	£2,201	£856	£2,428	£0	£0	£10,821	£1,353	0.3%
3450	Great Wishford Church of England (Aided) Primary School	115	3	£3,335	£2,201	£428	£3,195	£0	£0	£9,159	£5,751	1.6%
3453	Chilmark & Fonthill Bishop Church of England Aided Primary School	118	3	£3,422	£2,201	£428	£1,939	£0	£0	£7,991	£4,099	1.2%
5212	Sutton Benger Church of England Aided Primary School	139	4	£4,031	£2,201	£571	£1,417	£0	£0	£8,220	£3,588	0.9%
2040	Easton Royal Community Primary School	45	1	£1,305	£2,201	£143	£607	£0	£0	£4,256	£2,638	1.5%
2159	Kiwi School	131	3	£3,799	£2,201	£428	£3,153	£0	£0	£9,582	£-1,081	-0.3%
3002	Ashton Keynes Church of England Primary School	185	3	£5,365	£2,201	£428	£3,699	£0	£0	£11,693	£-714	-0.1%
3015	Bradford on Avon Christ Church	405	10	£11,745	£2,201	£1,427	£8,070	£0	£0	£23,444	£377	0.0%
3017	Britford Church of England Controlled Primary School	43	1	£1,247	£2,201	£143	£768	£0	£0	£4,359	£-2,123	-0.6%
3035	Cherhill Church of England Primary School	189	3	£5,481	£2,201	£428	£3,299	£0	£0	£11,409	£4,425	0.8%
3090	Holt Voluntary Controlled Primary School	113	2	£3,277	£2,201	£285	£1,576	£0	£0	£7,340	£-1,640	-0.5%
3094	Keevil Church of England Aided Primary School	94	2	£2,726	£2,201	£285	£2,305	£0	£0	£7,517	£4,431	1.5%
3162	Shaw Church of England (Controlled) Primary School	197	3	£5,713	£2,201	£428	£4,285	£0	£0	£12,627	£-27	0.0%
3166	Southwick Church of England Primary School	154	3	£4,466	£2,201	£428	£3,637	£0	£0	£10,733	£401	0.1%
3454	Semley Church of England Voluntary Aided Primary School	133	3	£3,857	£2,201	£428	£2,953	£2,289	£0	£11,729	£2,676	0.7%
3471	Lyneham Primary	349	6	£10,121	£2,201	£856	£7,067	£0	£0	£20,245	£5,435	0.5%
5224	All Saints Voluntary Aided Church of England Primary School, Netheravon	179	3	£5,191	£2,201	£428	£3,379	£0	£0	£11,199	£-158	0.0%
2065	Larkhill Primary School	269	4	£7,801	£2,201	£571	£5,658	£0	£4,534	£20,764	£-4,663	-0.6%
2086	Stanton St Quintin Primary School	113	1	£3,277	£2,201	£143	£2,567	£0	£0	£8,187	£2,897	0.8%
3013	Box Church of England Primary School	176	1	£5,104	£2,201	£143	£2,506	£0	£0	£9,954	£5,293	1.0%

3038	Christian Malford Church of England Primary School	74	1	£2,146	£2,201	£143	£1,152	£0	£0	£5,642	-£223	-0.1%
3096	Kington St Michael Church of England Primary School	114	1	£3,306	£2,201	£143	£1,395	£0	£0	£7,044	-£1,124	-0.3%
3102	Langley Fitzurse Church of England Primary School	110	1	£3,190	£2,201	£143	£2,041	£0	£0	£7,574	£1,931	0.6%
3149	Preshute Church of England Primary School	195	1	£5,655	£2,201	£143	£1,473	£0	£0	£9,472	£3,150	0.6%
3150	St Mary's Church of England Primary School, Purton	313	3	£9,077	£2,201	£428	£4,926	£0	£0	£16,632	-£1,563	-0.2%
3163	Sherston Church of England Primary School	168	1	£4,872	£2,201	£143	£1,919	£0	£0	£9,135	£2,644	0.5%
3220	Minety Church of England Primary School	114	1	£3,306	£2,201	£143	£2,102	£0	£0	£7,752	£463	0.1%
3242	Brinkworth Earl Danby's Church of England Primary School	159	2	£4,611	£2,201	£285	£2,688	£0	£0	£9,785	£4,862	0.9%
3308	Bishops Cannings Church of England (Aided) Primary School	170	2	£4,930	£2,201	£285	£3,433	£0	£0	£10,850	£5,188	1.1%
3316	Chapmanslade Church of England Voluntary Aided Primary School	94	1	£2,726	£2,201	£143	£1,677	£0	£0	£6,747	£3,258	1.1%
3355	St Nicholas Church of England Primary School, Porton	70	1	£2,030	£2,201	£143	£1,051	£0	£1,442	£6,866	-£1,467	-0.6%
3406	Woodborough Church of England (Voluntary Aided) Primary School	148	1	£4,292	£2,201	£143	£1,355	£0	£0	£7,990	£622	0.1%
3456	Great Cheverell, The Holy Trinity Church of England Voluntary Aided School	145	1	£4,205	£2,201	£143	£2,404	£0	£0	£8,953	£1,298	0.3%
2045	Gomeldon Primary School	144	0	£4,176	£2,201	£0	£1,637	£0	£0	£8,014	£2,694	0.6%
2060	Luckington Community School	46	0	£1,334	£2,201	£0	£344	£0	£0	£3,879	£1,852	1.0%
2076	Odstock Primary School	21	0	£609	£2,201	£0	£1,192	£0	£0	£4,002	£4,002	0.0%
2087	Ramsbury School	205	0	£5,945	£2,201	£0	£2,790	£0	£0	£10,936	£2,562	0.4%
2216	Burbage Primary School	133	0	£3,857	£2,201	£0	£1,353	£0	£0	£7,411	£1,358	0.3%
3000	All Cannings Church of England Primary School	116	0	£3,364	£2,201	£0	£2,323	£0	£0	£7,888	-£105	0.0%
3018	Broad Hinton Church of England Primary School	112	0	£3,248	£2,201	£0	£1,292	£0	£2,176	£8,917	-£2,203	-0.6%
3021	St Mary's Broughton Gifford Voluntary Controlled Church of England Primary School	62	0	£1,798	£2,201	£0	£1,030	£0	£0	£5,029	£2,763	1.3%
3040	Colerne Church of England Primary School	204	0	£5,916	£2,201	£0	£3,091	£0	£0	£11,208	£1,202	0.2%
3048	Crudwell Church of England Primary School	91	0	£2,639	£2,201	£0	£1,253	£0	£0	£6,093	£1,220	0.4%
3071	Figheldean St Michael's Church of England Primary School	89	0	£2,581	£2,201	£0	£1,294	£264	£0	£6,340	-£2,904	-1.0%
3078	Grafton Church of England Primary School	19	0	£551	£2,201	£0	£869	£0	£0	£3,621	£2,119	1.4%
3086	Heddington Church of England Primary School	33	0	£957	£2,201	£0	£566	£0	£0	£3,724	-£250	-0.2%
3091	Hullavington Church of England School	112	0	£3,248	£2,201	£0	£2,141	£0	£0	£7,590	£4,159	1.1%
3110	Lydiard Millicent Church of England Primary School	192	0	£5,568	£2,201	£0	£1,110	£0	£0	£8,879	£3,249	0.6%
3140	Oaksey Church of England Primary School	88	0	£2,552	£2,201	£0	£1,859	£0	£0	£6,612	£2,318	0.8%
3159	Seagry Church of England Primary School	59	0	£1,711	£2,201	£0	£748	£0	£0	£4,660	£2,593	1.2%
3161	Shalbourne Church of England Primary School	30	0	£870	£2,201	£0	£667	£0	£0	£3,738	£1,488	0.9%
3186	Urchfont C.E. Primary School	96	0	£2,784	£2,201	£0	£969	£0	£0	£5,954	£2,462	0.8%
3201	Winterbourne Earls Church of England Primary School	188	0	£5,452	£2,201	£0	£2,365	£0	£0	£10,018	-£361	-0.1%
3222	St Barnabas Church of England School, Market Lavington	97	0	£2,813	£2,201	£0	£2,305	£0	£0	£7,319	-£495	-0.2%
3229	Coombe Bissett Church of England Primary School	100	0	£2,900	£2,201	£0	£1,617	£0	£0	£6,718	£2,012	0.6%
3243	Great Bedwyn Church of England Primary School	211	0	£6,119	£2,201	£0	£2,265	£0	£0	£10,585	£4,226	0.7%
3300	St Michael's Church of England (Aided) Primary School, Aldbourne	119	0	£3,451	£2,201	£0	£2,911	£0	£0	£8,563	-£513	-0.1%
3306	Baydon St Nicholas Church of England School	110	0	£3,190	£2,201	£0	£1,941	£0	£0	£7,332	£3,568	1.1%
3318	Chilton Foliat Church of England Voluntary Aided Primary School	94	0	£2,726	£2,201	£0	£1,880	£0	£0	£6,807	£2,193	0.7%
3372	The New Forest C.E. (VA) at Landford, Nomansland & Hamptworth	157	0	£4,553	£2,201	£0	£1,779	£0	£0	£8,533	-£1,640	-0.3%
3396	St Thomas a Becket Church of England Voluntary Aided School	52	0	£1,508	£2,201	£0	£1,031	£0	£0	£4,740	£3,366	1.7%
3402	Whiteparish All Saints Church of England Aided Primary School	118	0	£3,422	£2,201	£0	£1,172	£0	£0	£6,795	£3,322	0.9%
3405	Winterslow Church of England Aided Primary School	178	0	£5,162	£2,201	£0	£2,145	£0	£0	£9,508	£4,738	0.9%
3457	Somerfords Walter Powell Church of England Voluntary Aided Primary School	50	0	£1,450	£2,201	£0	£1,031	£0	£0	£4,682	£3,117	1.6%
3459	Hindon Church of England Voluntary Aided Primary School	37	0	£1,073	£2,201	£0	£1,233	£0	£0	£4,507	£2,625	1.6%
3463	Whitesheet Church of England Voluntary Aided Primary School	81	0	£2,349	£2,201	£0	£1,253	£0	£0	£5,803	-£1,270	-0.4%
3467	Churchfields, The Village School	131	0	£3,799	£2,201	£0	£1,738	£0	£0	£7,738	£2,621	0.6%
3469	Five Lanes Primary	101	0	£2,929	£2,201	£0	£1,859	£0	£0	£6,989	£3,297	0.8%
5216	Pitton Church of England (Voluntary Aided) Primary School	88	0	£2,552	£2,201	£0	£1,353	£0	£0	£6,106	£3,883	1.4%
2029	Lypiatt Primary School	18	0	£522	£2,201	£0	£546	£0	£0	£3,269	£1,317	0.7%
				£991,800	£440,200	£637,346	£637,346	£17,299	£26,601	£2,750,592	£700,000	



# **Early Years and Childcare Local Provider Agreement**

**on the provision of Early Years Free Entitlement in  
Wiltshire for three and four year olds**

**September 2010**

# EARLY YEARS LOCAL PROVIDER AGREEMENT

## PAPER 1 - DETAILS OF PROPOSALS

SECTION 1	FOREWORD	3
SECTION 2	INTRODUCTION AND BACKGROUND TO THE GRANT	4
SECTION 3	SURE START – NATIONAL CHILDCARE STRATEGY	4
SECTION 4	REGISTERING FOR FREE ENTITLEMENT	4
SECTION 5	THE FREE ENTITLEMENT FRAMEWORK	5
SECTION 6	PARENTAL COMPLAINTS	7
SECTION 7	QUALITY	7
SECTION 8	CHILDMINDERS	9
SECTION 9	SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN	10
SECTION 10	WILTSHIRE COUNCIL AUDIT CHECKS	10
SECTION 11 -	CHANGE OF DETAILS	11
SECTION 12	BUSINESS PLANNING	11
SECTION 13	ADMINISTRATIVE REQUIREMENTS	12
SECTION 14	WELFARE REQUIREMENTS OF THE EARLY YEARS FOUNDATION STAGE	12
SECTION 15	INCLUSION AND EARLY SUPPORT	12
SECTION 16	CHARGING POLICY	13
SECTION 17	SINGLE FUNDING FORMULA	13
SECTION 18	WITHDRAWAL AND APPEALS	13
SECTION 19	APPEALS PROCEDURE	14
SECTION 20	ADMINISTRATIVE PROCEDURES	16
APPENDIX 1:	PROVIDER DECLARATION	27
APPENDIX 2:	TABLE OF BASIC HOURLY RATES 2010-2011	28
APPENDIX 3:	EXAMPLE OF AN ANNUAL PROVISIONAL FUNDING ESTIMATE	29
APPENDIX 4:	EXAMPLE OF A HEADCOUNT FORM	30
APPENDIX 5:	HEADCOUNT FORM	31
APPENDIX 6:	DRAFT PROVIDER APPLICATION/DETAILS FORM	32
APPENDIX 7:	REQUEST FOR FREE ENTITLEMENT FUNDED HOURS REVISION FORM	33

## Section 1 - Foreword

The national vision for the Early Years Free Entitlement is...

“for all children to have access to high quality, early learning and childcare that helps them to reach their potential; helps parents to work and stay out of poverty, and allows parents to make informed choices about how to balance their children’s care and family life.”

Since the introduction of a universal entitlement to early education for four year olds in 1996, there have been several expansions to this offer. It was extended to include three year olds from 2001 and extended from 33 to 38 weeks in 2006. An increase to 15 flexible hours for all three and four year old children from September 2010 and the introduction of the two year old offer in September 2009 for 10 hours for disadvantaged children have further expanded the scope.

This new Local Provider Agreement builds on the guidance provided in the National Code of Practice issued by the Department for Education (DfE) and is intended to enable providers and the local authority to understand their respective roles and to ensure that the Early Years Free Entitlement delivers the best outcomes for children and their families.

In 2004 the Government published the 10 year Childcare Strategy: “Choice for Parents, the best start for children” and then the Childcare Act in 2006 which put a statutory duty on the Local Authority to ensure sufficient childcare in Wiltshire and to ensure there were enough free three and four year old places. The Act introduced the Early Years Foundation Stage framework in September 2008. These together ensure that outcomes for our children remain at the heart of these changes and that there is consistent high quality, accessible provision in Wiltshire.

1. Wiltshire Council (the Local Authority) has a statutory duty to secure sufficient nursery education for three and four year olds in a diverse range of provision in order to meet parental choice. In order to achieve this, the Council works alongside providers from the Private, Voluntary and Independent (PVI) sector, including accredited childminders who are part of a quality assured network.
2. This agreement is designed to explain the financial arrangements for making payments to early years providers in respect of the free places that they provide. It is also written to present Wiltshire’s Local Provider Agreement alongside the Central Government’s Code of Practice on the Provision of Free Nursery Education Places for three and four Year-Olds.
3. From 1 September 2009, the Extended Offer of 15 hours free nursery education was made available to 25% of providers across the PVI sector in Wiltshire for the most disadvantaged three and four year old children. The remaining 75% of providers will start providing the Extended Offer from 1 September 2010.
4. This Council, through consultation with the sector and the Early Years Reference Group has developed and approved the Early Years Single Funding Formula (EYSFF) being adopted, and the new administrative arrangements for its implementation from April 2010. These arrangements will be reviewed during autumn 2010.

If you would like to find out who is a member of the Early Years Reference Group, please call 01225 785660 for further information or visit [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk).

## Section 2 - Introduction and background to the grant

The Funding for free nursery education places in England for three and four year olds has been managed by each local authority since 1 April 2003.

This agreement intends to clarify the registration process for all early years educational providers wishing to claim funding for nursery education; provide guidance around the criteria for eligibility and ongoing funding criteria and also to outline the procedures for managing the funding system in order that the process operates in a smooth and effective manner.

It is important to Wiltshire Council that you are fully aware of all your responsibilities and the role of Wiltshire Council in supporting you. If you have any queries about the process, our role, your responsibilities, or the rights of parents/carers please do not hesitate to contact the Free Entitlement Funding Team on 01225 785660 or the Families Information Service on 08457 585072.

All groups registered with Ofsted should have received a copy of the Sure Start publication '**A code of practice on the free early years provision for three and four year olds**'. This has recently been revised for implementation from September 2010. Copies are available to download from <http://www.dcsf.gov.uk/everychildmatters/resources-and-practice/IG00689/>. Alternatively, hard copies can be ordered from DfE publications Tel: 0845 6022260.

This new local agreement sits alongside the new DfE publication and the previous administrative guide that Wiltshire has published in previous years. It should be read in conjunction with the DfE publication. The guide has been drawn up in partnership with the members of the Early Years Reference Group containing members from each of our early years sectors and officers from the Early Years Team.

**This document contains changes from previous years and it is therefore important that you read each page carefully.**

## Section 3 - Sure Start – National Childcare Strategy

The National Childcare Strategy ensures all children have access to a funded early education place the term following their third birthday. There is a commitment to support the integration of day-care and education so that services meet the needs of children and working parents.

In delivering the National Childcare Strategy and more recently the 10 year Childcare Strategy, a number of developments have been co-ordinated and embedded in legislation through the Childcare Act 2006. This is the first piece of legislation that is dedicated to childcare and sets out requirements for local authorities and childcare providers.

The Childcare Act 2006 brings changes to the regulatory framework (through Ofsted) by introducing an Early Years Register and a Childcare Register (in two parts, Voluntary and Compulsory); it also introduces a requirement for local authorities to conduct a Childcare Sufficiency Assessment (CSA) and manage the local childcare market in order to meet local demand; provide information, advice and training (to parents, providers and potential providers); and to improve the well being of children in their area and reduce inequalities. Wiltshire's first Childcare Sufficiency Assessment was completed in April 2008 and the next main publication is due to be issued in April 2011. The document and the individual community plans are available on the Wiltshire Council website.

The Childcare Act 2006 also drew to an end the distinction between childcare and education by introducing the Early Years Foundation Stage Framework from 1 September 2008. This

single framework replaces the Foundation Stage Curriculum Guidance, Birth to Three Matters and the National Standards for Under 8s Day Care and Childminding, providing a single framework for care, learning and development.

Another important change to the delivery of the Free Nursery Education Entitlement is the increase from 12.5 hours per week to 15 hours per week over 38 weeks, delivered more flexibly from September 2010. The Government is focusing on three priorities for its delivery - flexibility, quality and delivery of the entitlement in partnership.

In Wiltshire the Free Entitlement Funding Team lead the administration of this work and can be contacted on 01225 785660. This Team is based at Ascot Court in Trowbridge and is made up of Jenny Harvey, Tracy Paterson and Jane Thomson. Contacts for other aspects of this work can be found on page 24 in this guide.

## Section 4 - Registering for Free Entitlement

Early years settings wishing to claim Free Entitlement Funding **must** be registered with Wiltshire Council for the delivery of the Early Years Foundation Stage, for inclusion on the Directory of Registered Early Years Providers. They **must** also sign an annual Provider Declaration (see Appendix 1) to confirm they comply with the conditions of funding as outlined in this Provider Agreement.

Each year this guide is sent out to early years providers on The Directory. This guide is designed to clearly outline the requirements for funding, and also contains the Provider Declaration, which early years settings are required to sign annually in order to receive funding. Childcare providers are responsible for ensuring they have read this document in full and are aware of any changes to the criteria, conditions or administration of the funding. There will be an annual conversation held at the setting by a member of the Early Years Team with the provider and together they will review the use of the funding and discuss any changes that would be mutually beneficial.

If, after reading this Local Provider Agreement, you wish to register as an early years setting and are able to offer the Free Entitlement you will be requested to complete a Provider Application/details Form (Appendix 6) and Provider Declaration (see Appendix 1).

The application and declaration form should be submitted together with the following documentary evidence of your establishment's status:-

- If you are registered under the Childcare Act 2006 from September 2008 you need to submit a copy of your certificate of registration from Ofsted
- If you are an independent school you **must** submit a copy of the letter from the DfE confirming final registration as an independent school.
- Childminders wishing to claim Free Entitlement should submit evidence that they are an accredited member of the local Childminding Network see section 8, page 9 on childminding.

## Section 5 - The Free Entitlement Framework

The government has set out a framework for a **minimum** and **maximum** national offer for local authorities to work to.

The **minimum** that parents can expect in any local authority is:

- **5 periods of 3 hours or**
- **3 periods of 5 hours each week.**

The **maximum** that a parent can expect is:

- **no period longer than 10 hours**
- **no period shorter than 2.5 hours**
- **not before 8 am or after 6 pm**
- **the full 15 hours over no fewer than 3 days (maximum 12.5 hours over 2 days)**
- **a maximum of two providers at any one time (note Wiltshire permits 3 providers for a child with complex needs)**

The **Wiltshire offer** is as follows:

- **Maximum number of hours in one day is 10**
- **Minimum number of hours in one day is 2.5**
- **Hours not before 8 am or after 6pm**
- **The full 15 hours per week over three days (maximum 12.5 hours in two days).**
- **A maximum of two providers at any one time: except when a child has complex needs and may require three if a District Specialist Centre is one of them.**

In Wiltshire we have adopted the **maximum offer** and this reflects the diverse nature of the provision available in Wiltshire and the pattern of demand by our parents. Flexibility will mean that there is a range of options for parents and demand will be assessed and reviewed annually by the Families Information Service and through our parent survey carried out for the Childcare Sufficiency Assessment every three years. Your offer will, ideally, match your opening hours and you are not expected to change your opening hours to meet the maximum offer.

In addition, some early Wiltshire providers have **stretched the offer** and parents have been able to access their entitlement of 570 hours over more than 38 weeks. This reduces the amount of hours per week and is useful for working parents.

An example of this is:

**47** weeks at 12 hours per week (6 hours for week 48)

**51** weeks at 11 hours per week (9 hours for week 52)

Providers should set out their offer for parents and review with them annually their needs for the year ahead. The Local Authority should negotiate with individual providers about how they will contribute to the flexible offer. The parents' needs and likely demand must be balanced against a sustainable business model for providers. For example, providers who are unable to access premises at some times will be able to agree their reduced flexible offer with the Local Authority. The Local Authority is seeking a range of options for parents in Wiltshire and parents can choose from maintained nursery classes, private nurseries, independent schools, voluntary or committee run groups and accredited childminders.

The flexible offer **must** be free at the point of delivery but the rate charged to parents for the hours outside this are a matter for the provider and parent but should be clearly set out and fairly worked out.

## Section 6 - Parental complaints

Parents who are not able to access their entitlement in the correct way should make their complaint to the Families Information Service (**ask**) on 08457 585 072 or to the Free Entitlement Funding Team at Wiltshire Council on 01225 785663/4. Parents may discuss their entitlement in the first place with the Families Information Service. All parental complaints/concerns will be followed up with providers through the Childcare Development Team.

The Local Authority has a duty to investigate any complaints received from parents.

## Section 7 - Quality

**‘Providing a high quality early learning experience for all children is vitally important for their later life chances. Quality improvement allows an ongoing focus on whether the needs of all children are being met. Improvement must also be a continuous process. And local authorities need to drive the process of quality improvement harder than before. Every setting must strive to push the quality of its offer ever higher above minimum Ofsted standards’**

**Rt Hon Beverley Hughes MP**

Free Entitlement is at the forefront of improving outcomes for children. Wiltshire has a clear and consistent expectation of continuous quality improvement. We want our parents to be confident that the setting their child attends is aspiring towards the best quality provision. Research shows that for some children, poor quality provision adds no value in the long term. Further reading can be found from the research results from the Effective Provision for Pre School Education (EPPE) project. Reference [www.ioe.ac.uk/projects/eppe](http://www.ioe.ac.uk/projects/eppe)

Pursuing quality involves a journey of continual improvement. The journey requires commitment and good organisation. It starts by reflecting on practice, evaluating current outcomes for children, taking steps to do better, and reviewing the impact of these steps. Michael Hart [www.ofsted.gov.uk/leadingtoexcellence](http://www.ofsted.gov.uk/leadingtoexcellence)

Every provider qualifying for Free Entitlement **should**

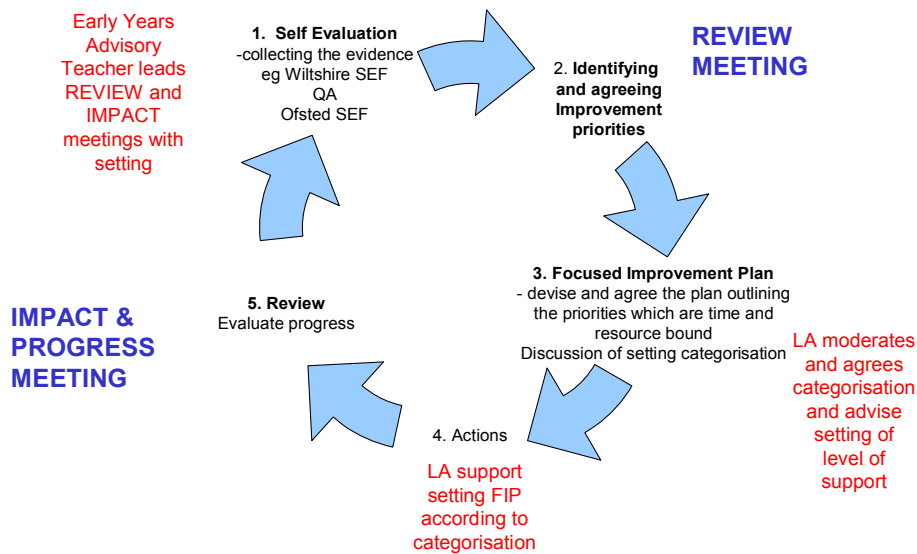
- meet and retain the minimum standards of the Early Years Foundation Stage (EYFS)
- act in accordance with current statutory guidance and legislation at all times
- accept the support of the Early Years Team
- engage with the quality improvement cycle
- undertake the Wiltshire Self Evaluation Framework (SEF) or a recognised quality assurance scheme.

The Local Authority in Wiltshire **will**:

- deliver the Free Entitlement through early years providers who are Ofsted registered or schools which are exempt from registration and which deliver the full EYFS
- provide information, advice and training to childcare providers
- work with its partners, in an open and transparent way, to improve the outcomes of all children under five and reduce inequalities

- support observation, reflective practice and sustained shared thinking
- support with transition for children
- support with recruitment and the emotional well being of the setting
- recognise that each setting has a different starting point on the quality improvement journey
- work in partnership with settings to offer a level of support from the Early Years Team according to the categorisation of high, medium and low support
- support an annual cycle of quality improvement as indicated below:
  1. Review meeting with setting to establish priorities based on evidence from the setting. Categorisation for levels of support will also be discussed. A copy of the levels of support is available from the Early Years Advisory Teacher.
  2. Support setting to write a Focused Improvement Plan (FIP) to identify priorities
  3. Use the categorisation to determine and agree the level of support the setting needs. Settings will be notified in writing.
  4. Support the setting's priorities to improve and enhance practice and provision to secure better outcomes for children and families
  5. Review and evaluate the impact of the actions for children, families and staff
- consider withdrawal of funding from providers who are not demonstrating the agreed commitment to quality improvement in order to continue to deliver the Free Entitlement.

## Setting Quality Improvement Cycle





## Section 8 - Childminders

Childminders are an important component of the diverse market in Wiltshire especially in their contribution to the sufficiency of Free Entitlement. They can offer a fully flexible model and often work in areas where there is rurality or large numbers of service families with the transient population and atypical working hours.

Childminders in Wiltshire who wish to become accredited will be required to:

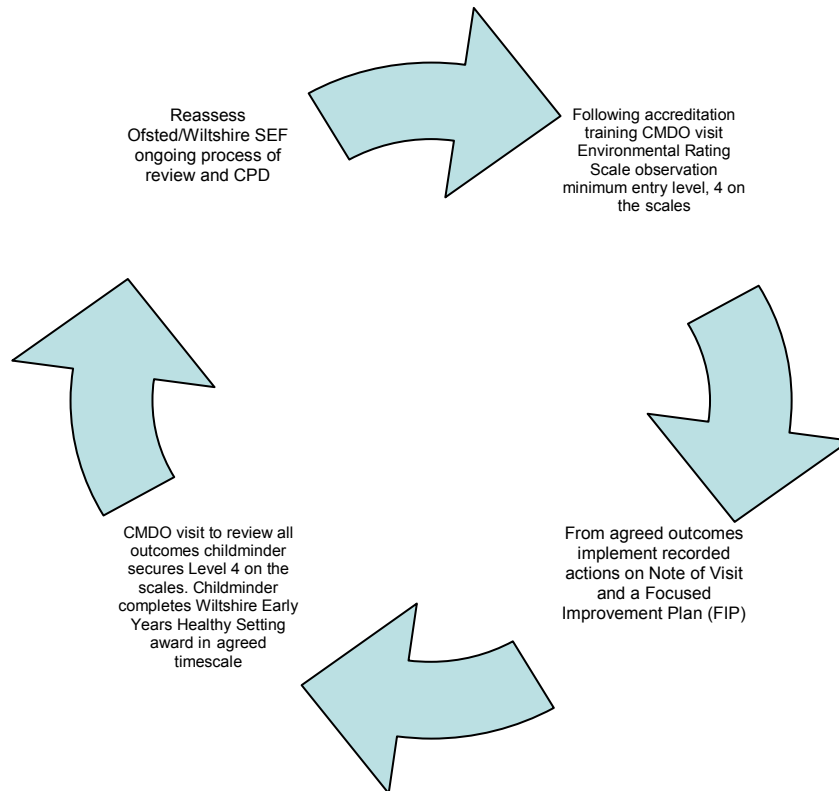
- Have a relevant level three childcare qualification or above
- Be part of the Wiltshire Council Childminding Network
- Be located in an area where there is insufficient Free Entitlement or where there is good evidence that parents wish to choose home based provision for their child via an Accredited Childminder to access “Free Entitlement”
- Have a good or above Ofsted inspection previously. Alternatively can demonstrate through assessment that the quality of provision using the National Strategies Early Years Quality Improvement Support Programme (EYQISP) and the Environment Rating Scales has developed sufficiently to indicate quality provision.
- Understand that no more than six “Free Entitlement” places can be offered at any one time and only then when an Accredited Childminder is working with a registered assistant.
- Have safeguarding policies and procedures that clearly reflect current legislation and have accessed the required training within the last 3 years.
- Show a commitment to continual professional development.

(Please note that the quality element above also applies to childminders wishing to become accredited).

Once the requirements are in place, the process will be:

1. Initial visit to ensure policies/key documents in place, in line with all the minimum requirements for the Early Years and Childcare Registers. The childminder will need to show that there is a clear understanding of the Next Steps for Learning through the EYFS, an awareness of the Common Assessment Framework (CAF) process and be able to demonstrate partnership working.
2. The childminder will be invited to and **must** attend accreditation training in readiness for the accreditation process. The childminder will undertake written assessment demonstrating children’s learning & development in line with the EYFS.
3. Subsequent visits will include an observation of practice in relation to the Environment Rating Scales, in particular the Family Child Care Environmental Rating Scale (FCCERS) and the Early Childhood Environment Rating Scales - Extension (Four Curricular Subscales) ECERS-E
4. This registration process is likely to extend to a period of 5-6 months (except in relation to some service families), childminders will have the opportunity to access training to become accredited twice a year with approval being given at least one month before the beginning of the new funding period. The Childminding Development Team is responsible for this process. The childminder will make the application to the Free Entitlement Funding Team once the process has been followed. The Childminding Advisor for Quality or Inclusion will inform this Team of newly approved accredited childminders enabling them to offer Free Entitlement.
5. The accredited childminder completes the Wiltshire Early Years Healthy Setting award within an agreed timescale.

## Wiltshire Council Childminding Network – Accredited Childminders Flow chart following Accredited Childminders Training



## Section 9 - Safeguarding and promoting the welfare of children

Safeguarding is everyone's responsibility and Wiltshire recognises the importance of a professional approach to this by all of our providers and their staff teams. There are legal requirements in this area of work and to comply with these, providers **must** ensure that:

- There are safeguarding policies and procedures in place that are in line with the Local Safeguarding Children's Board.
- There is a named safeguarding liaison person (a childminder is the named safeguarding liaison person) within the setting who has undertaken the appropriate Level 2 or 3 (to become Group 5) training to champion the safeguarding and welfare of the children and make sure that the environment is safe for children to flourish.
- The setting completes the annual safeguarding audit and returns it to the local authority in the timescale given.
- The setting has and uses a safer recruitment policy and procedure.

## Section 10 - Wiltshire Council audit checks

Wiltshire Council, childcare/childminder development teams and funding team will carry out regular audits on all registered early years settings, to ensure that the conditions and requirements of Free Entitlement Funding are being adhered to. The audits are also designed to give early years settings the opportunity to discuss any matters arising, or clarify any points regarding their funding claim, or rectify any anticipated problems and will provide an opportunity for the parties to work together.

You will be required to certify with each funding period's headcount that you meet the criteria, and will be required to make available to Wiltshire Council, on request, evidence that you are adhering to the conditions and requirements of funding.

## Section 11 - Change of details

If your details change in any way you are obliged to inform Ofsted as a condition of your registration. It is also important that you notify Wiltshire Council's Free Entitlement Funding Team as a condition of your agreement with us to receive Free Entitlement.

You should complete a 'Change of Details Form' on which you should clearly state the details of the change or amendment and return it to:

Free Entitlement Funding Team  
Early Years and Childcare Team  
Wiltshire Council  
Unit 9 Ascot Court  
White Horse Business Park  
Trowbridge  
BA14 OXA  
[EarlyYears@wiltshire.gov.uk](mailto:EarlyYears@wiltshire.gov.uk)  
01225 785660

If your setting changes ownership you will be required to complete a new application and Provider Declaration. Please contact us at the address above.

Remember that any changes to the conditions of your registration, or any significant changes to your service should be notified to Ofsted in the first instance.

## Section 12 - Business planning

The local authority expects that providers will conduct their businesses in a proper and responsible way and will verify that this is happening through an annual conversation and the auditing process. We will challenge where we find the business practice is poor and providers will be expected to improve. Alongside this we will offer advice, support and guidance.

Providers **must**:

- Comply with legislation including the auditing and submission of accounts, the passing of information to the Charities Commission (where appropriate) and the regular submission of information to bodies such as Companies House.
- Provide financial information to the Local Authority for the purposes of auditing to check that the offer has been delivered in the correct way.

Providers **should**:

- Use the services provided by the Childcare Team including the offer of an annual business review and health check.
- Have business plans in place to plan for a sustainable business.

## Section 13 - Administrative requirements

We are required to collect information from providers for other government and local purposes. As a condition of receiving the grant providers **must**:

- Provide details of their provision for parents to the Families Information Service (ask when requested).
- Provide details of the qualifications of their staff to the Local Authority on request.
- Provide details of their provision for entry onto the Families Information Directory (national).
- Complete the Early Years Census annually and the headcount form twice a year.
- Provide evidence that they are offering the part-time place free at the point of delivery.
- Maintain a business email address.

## Section 14 - Welfare requirements of the Early Years Foundation Stage

All providers **must** work to the statutory guidance of the welfare requirements and the Childcare Development Team will work to support all group settings to achieve this. Providers will be asked to produce evidence of this such as evidence of reviewed policies and procedures, attendance at training and professional development for staff. Childminders can seek support from the Childminding Development Officers. Details of who to contact are on page 24 & 25.

## Section 15 - Inclusion and Early Support

Wiltshire has an inclusive approach to its work; the Early Intervention Team and Childminding Advisor for Inclusion will support families and all settings to meet the individual needs of all children. We work with our settings to provide an inclusive environment and enable access to the Free Entitlement.

Providers **must**:

- Have regard to the Special Educational Needs Code of Practice (DFES, 2001)
- Identify a named Special Educational Needs Co-ordinator who has access to a range of training and professional development opportunities. The named Special Educational Needs Co-ordinator for accredited childminders is the Childminding Advisor for Inclusion.
- Have an Inclusion Policy which is reviewed annually

The Local Authority recommends that job descriptions for all early years' practitioners reflect an inclusive ethos and approach.

## Section 16 - Charging policy

The free entitlement is a free, part-time place for each eligible child and the Local Authority must ensure that it has sufficient free part-time places in its area.

- The offer **must** be free at the point of delivery and part of the Wiltshire flexible offer.
- Parents **must not** be asked to pay up-front by providers and be refunded when the provider receives the funding from the Local Authority.
- Settings **must not** charge top-up fees (the difference between what a provider would normally charge and the amount they receive from the Local Authority to deliver the Free Entitlement).
- Invoices and bills **must** make clear the charging policy of the setting and the Free Entitlement within that.
- Settings who normally charge for additional services such as uniform and registration **must not** present this as a barrier to Free Entitlement where a parent cannot afford to pay. Such charges **must** be made clear to parents and not be an absolute condition of attendance.
- Providers may wish to claim expenses for activities such as an annual outing and the deprivation factor may be used to supplement those parents who are unable to pay.
- Providers can make a reasonable charge for meals and snacks but such a payment **must not** be a barrier to attendance and in some circumstances a parent may wish to send, for example, a packed lunch.

The Local Authority has a duty to investigate any complaints received from parents concerning charging discrepancies.

## Section 17 - Single Funding Formula

Wiltshire Council has implemented the Single Funding Formula from April 2010 and will follow the guidance under the scheme. The Wiltshire formula is needs-led and will be reviewed according to the guidance.

## Section 18 - Withdrawal and appeals

One of the key principles of the Free Entitlement is the partnership of offering quality provision through providers for parents. The Local Authority will work hard to support quality and will strive to provide sufficient places for parents. Inevitably there will be times when there is a high demand for places and not all providers will offer good quality. At those times, the Local Authority will work in partnership with settings to improve the quality of provision. Where there are a sufficient number of places, the drive to improve quality for those providers will be according to the categorisation by the Local Authority, see section 7 on Quality. Ofsted is the regulatory body and will continue to make their regular inspections.

The Local Authority has a clear procedure for settings to receive Free Entitlement:

1. Providers **must** comply with the requirements of the National Code of Practice and the Local Provider Agreement as well as working within all other legal requirements in their setting. The Local Authority reserves the right to withdraw or suspend a provider from funding and from the Wiltshire Directory of Registered Early Years Providers for non compliance.
2. In addition, Providers **must** achieve a **Satisfactory** or above grade by Ofsted for overall effectiveness. In the event that Ofsted judge the provision as **Inadequate** the Local Authority may either:

- confirm that the provider should be allowed time and support, to improve the quality of the provision to achieve a satisfactory or better Ofsted judgement or
  - remove the provider from the Directory of Registered Early Years Providers, inform Ofsted and suspend or withdraw funding at the end of the funding period or sooner if circumstances require. The provider will need to reapply for registration at a later date when they are in a position to do so.
3. In the event of an **inadequate** judgment, the provider **must** accept assistance to improve the grade from the Early Years Team and other appropriate advisors within two weeks of the judgement.
  4. In the event of an **inadequate** judgment the provider **must** produce an action plan within an agreed timescale and, with support, outline how the issues at inspection will be addressed.
  5. In the event of an **inadequate** judgment the provider must improve performance within six months of the issue of the report or this may result in withdrawal of funding and removal from the Wiltshire Directory of Registered Early Years Providers.
  6. Providers who are judged to be inadequate should also at this time:
    - Work with the Local Authority in partnership to engage in continuous quality improvement as set out in section 7.
    - Submit a current copy of the Wiltshire Self Evaluation Form (SEF) or equivalent existing development plan to the Early Years Team by a given date.
  7. If a provider is found to be non-compliant (point 1) or does not achieve the expectations for improvement through the detail above, the authority may seek to remove the provider from the Directory and suspend or stop funding to the provider. The provider will have the opportunity to make written representation prior to the final decision being made and also subject to the provider's right of appeal as set out in section 19.

## Section 19 - Appeals Procedure

The Local Authority has established a clear Appeals Procedure for providers.

1. If a provider decides that it wishes to make representations about a decision to suspend or remove them from the Directory, they **must** write to the Local Authority within two weeks of the notice being given, providing the grounds for objecting with relevant evidence in support. This will also apply to those who wish to appeal for not being allowed onto the Directory.
2. The Local Authority will acknowledge receipt within one week of receiving this. In the acknowledgement letter, the Local Authority will give the provider a date, time and location for an appeal hearing. The appeal panel will meet within a month of the evidence having been received by the Local Authority.
3. The Local Authority will prepare a written report for the appeal panel. This report, along with the provider's evidence will be sent to the panel and the provider at least one week before the date of the hearing.
4. The appeal will be heard by a panel of three Council members. The panel members will have had no prior involvement in the matter under appeal. One of the panel members will act as chair. There will also be an independent clerk present to record the proceedings. A member of staff from the provider may attend the hearing in order to put the provider's case to the panel. He/she may also bring another person with them e.g. a friend, relative, business colleague to help or to put the provider's case on its behalf. In addition, there will be a maximum of two representatives from the Local Authority to put the Local Authority's case to the panel.

5. The hearing will be as informal as possible and the procedure will be as follows:
  - Introductions
  - The Local Authority will be invited to explain the reasons behind its proposal
  - The provider may question the Local Authority's representatives after they have spoken
  - The provider will be invited to explain its grounds of appeal against the Local Authority's proposal
  - The Local Authority may question the provider after its representatives have spoken
  - The panel may ask questions at any point
  - The Local Authority will then be invited to sum up the reasons behind its proposal
  - The provider will then be invited to sum up its grounds of appeal
  - Both the provider and Local Authority representatives will then leave together while the panel makes its decision
  - The chair will explain to both the provider and Local Authority representatives that they will hear from the panel in writing within one week.
  
6. The panel's decision will be final.

At any stage the provider, if unhappy with the way in which the Council has dealt with its appeal, can ask the Local Government Ombudsman to examine the proceedings. The Local Government Ombudsman is an independent person who investigates allegations of maladministration causing injustice to the person who has complained.

The Ombudsman who deals with Wiltshire Council can be contacted at:

The Oaks No 2  
Westwood Way  
Westwood Business Park  
Coventry  
CV4 8JB

Telephone: 024 7682 0000 / Fax: 024 7682 0001

The Local Government Ombudsman has a leaflet called 'Complaint about the Council? How to complain to the Local Government Ombudsman.' A copy of this leaflet can be obtained by telephoning or writing to the address above, or it can be downloaded from the Local Government Ombudsman's web site at: [www.lgo.org.uk](http://www.lgo.org.uk). Enquiries about the Local Government Ombudsman's service can be obtained by telephoning their advice line on 0845 602 1983.

## Section 20 - Administrative procedures

This section gives information to providers on how the Free Entitlement payment mechanism works and where to access further information and contact details. It is divided into:

<b>Section A</b>	<b>Delivering the Free Entitlement</b>	<b>page 16 - 17</b>
<b>Section B</b>	<b>Eligibility of providers</b>	<b>page 17</b>
<b>Section C</b>	<b>Payment mechanisms</b>	<b>page 17 - 22</b>
<b>Section D</b>	<b>Guidance notes on completing the headcount form</b>	<b>page 22</b>
<b>Section E</b>	<b>Summary of important dates 2010- 2011</b>	<b>page 23</b>
<b>Section F</b>	<b>Useful addresses and telephone numbers</b>	<b>page 24 - 26</b>

### A. Delivering the Free Entitlement

#### Children eligible for Free Entitlement Funding (3 and 4 year olds)

To help you in determining which children you should be claiming for each term, you may find the following chart helpful:

Date of Birth	Summer funded period 2010 (Terms 5+6)	Autumn funded period 2010 (Terms 1+2)	Spring funded period 2011 (Terms 3+4)
1.4.05 – 31.8.05	✓	Compulsory School Age	Compulsory School Age
1.9.05 – 31.12.05	✓	✓	Compulsory School Age
1.1.06 – 31.3.06	✓	✓	✓
1.4.06 – 31.8.06	✓	✓	✓
1.9.06 – 31.12.06	✓	✓	✓
1.1.07 – 31.3.07	✓	✓	✓
1.4.07 – 31.8.07	Too young	✓	✓
1.9.07 – 31.12.07	Too young	Too young	✓

A child is eligible to receive funding from the start of the funded period following their third birthday up to and including the funded period in which they turn five. It is **the provider's** responsibility to check that children are eligible for grant. You should ask to see their birth certificate if you are in any doubt.



### Details for children who do not reside in Wiltshire

Funding is allocated on the basis of where the child is educated, rather than where they live. This means that you should claim for **ALL** children attending your setting whether they live in or outside Wiltshire.

### What happens if a provider shuts for staff training and public holidays?

Where the setting closes for training, the free entitlement should be offered at an alternative time in compensation. However, there is no obligation to offer alternative provision due to public holiday closure.

### Other eligibility considerations

Providers will be expected to make reasonable checks that children being funded through the Wiltshire scheme are not being funded for more than the permitted maximum of 15 hours per week of flexible Free Entitlement. This also includes checking whether hours are being claimed at providers in neighbouring authorities.

Once a child starts in reception class at school all funding will go to the school. Please check with children's parents the date when their child will start school and that it is at the start of a new funding period so that it is clear where funding will be paid. Any hours a child attends at your setting in addition to this will be paid for by the parents.

Maintained nurseries on school sites and District Specialist Centres will now share the funding with other providers and do not take priority over funding as parents are now entitled to choose where to access their funding. For example, a child may take 10 hours at a maintained nursery and five hours with a group setting or accredited childminder.

## B. Eligibility of providers

Each provider is allocated by the Local Authority a Unique Reference Number (URN). Maintained nurseries will use their DfE number. This number is important in the process of identifying providers on the databases used to calculate the Free Entitlement funding and to co-ordinate training opportunities.

For providers included on the Wiltshire Directory of Providers, it is a requirement that they sign up to the Local Provider Agreement for Providers of Early Education. Providers will be required to do this once a year (Appendix A). This assumes that the providers have read and agree to the new National Code of Practice which came into effect from 1 September 2010. This commitment to the local conditions and the National Code of Practice is also confirmed each time a provider wishes to claim by completing a certification on the reverse of the headcount form. Providers should read the local Provider Agreement carefully each year before signing.

## C. Payment mechanisms

### How much?

The introduction of the Single Funding Formula has resulted in three distinct funding streams based on setting type; one for maintained nurseries, one for PVI providers and one for childminders, each reflecting the appropriate staffing ratios as below.

Setting Type	Legislative Maximum Ratio
Maintained	1:13
PVI	1:8
Childminder	1:3

The basic hourly rates for the different numbers of children and different types of setting are shown in Appendix 2.

The amount of funding you receive will depend upon the basic hourly rate which applies to your setting and the supplements you attract. A Provisional Funding Estimate will be sent to each provider before the start of the new financial year showing an estimate of how much you will receive for the whole year. The projected amount you will receive will be updated three times each year following the census and headcounts.

Most of the funding you receive will be based on the number of children attending your setting and the free entitlement hours they attend. However, additional factors for deprivation and rurality (providers which are small and/or in isolated areas) will also attract additional funding. (See paragraph on Additional Supplements at the bottom of this page for further detail)

### **How will my annual budget be calculated?**

Before the beginning of each financial year, you will receive a Provisional Funding Estimate (Appendix 3) detailing how much Free Entitlement Funding you will receive for that year. This will broadly reflect anticipated participation of children and will enable us to estimate the take up of Free Entitlement in your provision.

In order to calculate anticipated participation, the Local Authority has used your actual take up figures from the autumn funded period of the previous calendar year. However, if you expect your numbers to differ from these anticipated numbers by more or less than 20% during the following year you will need to inform us no later than the end of February preceding the financial year to ensure that a more accurate reflection of your situation is taken into account and a revised Provisional Funding Estimate is produced. You will also be given the opportunity to advise us of a 20% deviation in predicted total hours before the beginning of each funding period using the Significant Change in Funded Hours form (see Appendix 7)

The autumn funded period headcount data will be used to estimate the total funding payment for the year. The autumn funded period figure will be adjusted to reflect the higher number of children in the Spring and Summer funded periods as follows:

Autumn (1 September – December 31): Number of hours provided in September 2009 x 14 weeks

Plus

Spring (1 January-March 31): September hours/14 weeks x 1.25 x 11 weeks (to estimate spring funded period)

Plus

Summer (1 April-August 31): September hours/14 weeks x 1.43 x 13 weeks (to estimate summer funded period)

This will give the estimated number of hours for the year ahead x the relevant hourly rate plus any supplements = estimated total funding for the financial year. The weightings of 1.25 and 1.43 have been obtained from an analysis of the past three years' funding patterns.

### **Additional supplements**

Additional funding is also available to some providers for deprivation and rurality/sustainability. If your setting attracts funding for one or both of these additional factors, it will be detailed on your Provisional Funding Estimate (see Appendix 3). The value of this funding will be calculated annually from the autumn funded period headcount data and applied to the whole of the following financial year.

The deprivation supplement is intended to support children to have equal chances of achieving success irrespective of their family circumstances or where they live. The

wealth/poverty index has been used as a basis for targeting this deprivation supplement, as it is for schools. In these indices -1 indicates the most deprived to a maximum of 100 indicating the least deprived. Funding is allocated on the basis of each individual child who is identified with an index score of 50 or below. Each setting will receive a supplement for the number of hours delivered to those qualifying children. Providers will not be informed which children have attracted this funding.

The rurality/sustainability supplement is intended to enable small settings, where there is no alternative provision, to retain a degree of stability. Where applicable, a setting's hourly rate will be increased by an amount per hour where in the previous financial year they had fewer than 9 children in attendance and there was no other provider within a 2 mile radius. Please note that this supplement is not available to childminders as their hourly rate already reflects the small size of their settings.

### Transitional arrangements

To assist settings in adjusting to the new financial system, transitional protection will be in place for one year with effect from 1 April 2010. Every increase and reduction in funding, compared to what would have been expected under previous arrangements, will be reduced by 50% e.g. under the new system, if a setting is due to receive an increase in funding of £2000, this amount will be reduced to £1000 in the first year under the transition arrangements with the full increase being paid in the second year.

### How and when will I be paid?

The total funding i.e. basic hourly rate plus supplements will be paid to providers in twelve equal monthly instalments, via the BACS system, directly into the provider's bank/building society account. Please note that payments cannot be made by cheque.

Supplements will be paid with each monthly instalment but will not be adjusted on an ongoing basis during the year because they are calculated with reference to attendance in the previous year.

The payment dates are listed on your annual Provisional Funding Estimate (see Appendix 3). If you wish to change your bank details, you will need to send your new details in writing to the Free Entitlement Funding Team giving at least one month's notice.

### How will payments be adjusted to match actual participation?

There will be three 'funding periods' each year, similar to the old school terms. Within each funding period there will be a 'headcount' week.

Each provider will receive a headcount form to complete and be signed by the parent/guardian of all eligible children.

For each child listed on the claim form, you **MUST** ensure that a parent/guardian has checked the claim details and signed to agree the claim.

Please note that providers will be required to certify the headcount form to re-confirm that they are meeting the legal requirement for receiving funding.

When the headcount forms are returned, the Local Authority will calculate the total number of hours being claimed for each provider for the funding period and will issue a statement asking you to confirm that the children and hours are correct.

Any adjustment to funding will be paid or recovered over the remaining instalments in the financial year. A new Provisional Funding Estimate will be issued to reflect these adjustments. Please note that an increase or decrease in the number of children attending your setting in any funded period could mean that your setting moves into a different hourly rate band, which

will affect the total amount of funding you receive.

Details of the funded periods, weeks and hours are summarised below:

	<b>Summer 2010 (Terms 5&amp;6)</b>	<b>Autumn 2010 (Terms 1&amp;2)</b>	<b>Spring 2011 (Terms 3&amp;4)</b>
<b>Funded Dates</b>	1 April – 31 August	1 September – 31 December	1 January – 31 March
<b>Maximum number of funded weeks</b>	Up to 21 weeks	Up to 18 weeks	Up to 13 weeks
<b>Maximum number of funded hours</b>	195 hours	210 hours	165 hours

From 1 September 2010, all providers will be offering 15 hours per week over at least 38 weeks (570 hours per year). Funding will also be paid based on hours rather than 2.5 hour sessions and offered flexibly within the Wiltshire framework (see section 5, page 6). Funding can therefore be offered for longer blocks of time than previously.

Funding will be paid for up to 15 hours per week over a minimum of 38 weeks, delivered flexibly over 3 days – parents should pay for any additional hours. Parents can claim a maximum of 10 hours free entitlement (which will include any meal times) during any one day. The remaining 5 hours **must** be split over a further 2 days. Parents must pay for additional hours over and above the 15 for free entitlement.

Where the free entitlement is accessed over just 2 days, a maximum of 12.5 hours can be claimed. A child can access free entitlement funding at a maximum of 2 providers, unless the third provider is a specialist SEN provider such as a District Specialist Centre where the child has complex needs.

Where a child attends a provider offering less than 38 funded weeks per year, the Local Authority will not apportion the remaining amount at an alternative provider at the moment.

When invoicing parents, it **must** be made clear to them that the core funded hours are **free at the point of delivery**. This means that fees that would normally be charged at your setting for these hours are completely removed from the parent's invoice. A charge can not be made for administration. The Childcare Development Team has sample invoices should you require assistance with this.

Parents can be asked to pay a **reasonable** charge for lunch or other meals (see Section 16). Settings will charge their normal hourly rate for additional hours outside the offer. Additional services **must not** be a condition of the offer and parents must be able to access their offer free at the point of delivery.

The Local Authority will follow up any complaints received from parents about the charging of fees or failure to pass on the benefit of the free entitlement funding and may consider it to be a breach of conditions.

### What to do if a child is absent at the time of the headcount

For example, if they are ill or on holiday, a photocopy of the form should be made and retained, therefore the bulk of the claim can be submitted and processed without delay. On the child's return, the parental signature should be obtained on the photocopied form and forwarded to the Free Entitlement Funding Team straight away. This procedure is only to be adopted where the child is expected to return to the setting.

No funding will be paid for any child where the claim is not supported by a parental signature.

Where a child attends more than one provider, parents will be required to provide a signature to support each provider's claim, **up to the maximum of 15 hours in total**.

The information about each child included in the headcount form will be entered onto a Council database. The Local Authority will check that no child is receiving more than 15 hours of free early years education per week. This will be done by cross-checking with information received from all other providers of early years education for 3 & 4 year olds, including data provided by primary, infants and special schools about their pupils.

Providers **must** undertake to repay on demand any funding if payment was **either**

- for provision which did not meet the requirements upon eligible providers **or**
- made incorrectly

If it is discovered that a parent, using more than one provider, has claimed more than 15 hours, funding for each provider will be set at zero until the settings involved have contacted the parent to find out how they wish the available grant to be split.

Providers should be aware that the information about each child, the details of claims submitted for payment of funding, and the actual payments made, may be the subject of audit checks to ensure the validity of the expenditure of public funds.

A sample of funding claims will be checked each funding period, and providers should therefore ensure that supporting documentary evidence is retained. In line with current Government guidelines, providers are advised to retain all supporting documentary evidence for funded children for the present financial year and the year before that (i.e. from April 2009).

### What happens if children move between providers or change the number of sessions/hours attended during the funded period?

The use of parental contracts between a provider and parents is strongly recommended. They should be binding on both parties for a whole funded period, i.e. 1 April – 31 August. The contract should set out a pattern of provision for a child that both parties agree to. Settings should make it clear that once a contract has been signed the parent is expected to sign the headcount form and stay with that provider for the funding period. If, in the unlikely event a parent moves a child before headcount day, the funding will be paid to the provider whose headcount form the parent has signed.

The contract should allow a 'cooling off' period of up to three weeks for both parties, during which time any changes can be made. After this period, the Local Authority would not expect any movements between providers.

There are only five valid reasons for changing providers –

- moving house
- a change in the child's primary carer
- where a sibling moves school and the child is able to attend a nearby setting
- where loss of employment affects the childcare place e.g. if a child's provision was taken up near a parent's employment rather than their home
- health and safety issues e.g. child protection/ domestic violence.

## D. Guidance notes on completing the headcount form

There will no longer be a Projected Numbers Form to complete each term as regular monthly payments will be made according to your annual Provisional Funding Estimate and any revised versions sent during the year.

There will be a headcount week each funded period and headcount paperwork will need to be submitted by each provider.

Any adjustments will then be made over the remaining months of the financial year, rather than a lump sum added or deducted to your next monthly instalment.

### Headcount claim form (see Appendix 4)

Provider details will be pre-printed at the top of each claim form. The details of all children claimed for from the previous funded period will also be pre-printed. The provider should complete the details for each subsequent child on the blank form attached. These details should be checked and signed by the parent or guardian. **If a provider forgets to include a new child on the claim form, they cannot be included at a later date during that funded period. The provider will not be able to claim funding for such children but will still have to offer the free entitlement hours.**

The number of funded weeks should be entered for each child. This could vary for each child depending on which funded period you are in and the number of weeks a child is accessing their funding over during this period.

All providers are to enter the number of funded hours for each child. Children accessing funding for 15 hours can access this flexibly in accordance with the Free Entitlement Framework as detailed in section 5, page 6. Providers are to check with parents that the child is only accessing funding at no more than two providers unless the third is a specialist SEN provider such as a District Specialist Centre.

Please note that **all details** should be completed to enable checks to be made. If a form is incomplete when submitted, the Local Authority will have to contact you for more information. If we do not receive these details by a set date, your monthly payments could be reduced. On the reverse of the headcount form is the 'certification' which **must** be signed for monthly payments to continue.

## E. Summary of important dates 2010 – 2011

Who's to do what.....	Action	Summer Funded Period 2010 (1.4.10-31.8.10)	Autumn Funded Period 2010 (1.9.10 - 31.12.10)	Spring Funded Period 2011 (1.1.11-31.3.11)
Free Entitlement Funding Team	Send out Annual Provisional Funding Estimate & Significant Changes to Funded Hours form	February/March 2010 for whole financial year		
Free Entitlement Funding Team	Send Headcount Form	w/c 26 April 2010	w/c 20 September 2010	w/c 3 January 2011
Early Years Provider	Complete Headcount Form (Collection of all necessary parental signatures.)	7 – 13 May 2010	1 - 7 October 2010	14 – 20 January 2011
Early Years Provider	Return completed Headcount Form by:	17 May 2010	11 October 2010	24 January 2011
Free Entitlement Funding Team	Send Statement of Grant & Significant Change in Funded Hours form	w/c 7 June 2010	w/c 1 November 2010	w/c 21 February 2010
Early Years Provider	Respond with inaccuracies	25 June 2010	19 November 2010	11 March 2011
Free Entitlement Funding Team	Update monthly payment schedule to reflect adjustments	July 2010	December 2010	March 2011

## F. Useful addresses and telephone numbers

All members of the Early Years & Childcare Team are based at Ascot Court or are home workers.

### Free Entitlement Funding Team

Early Years & Childcare Team  
Schools and Learning Branch  
Department for Children & Education  
Wiltshire Council  
9 Ascot Court  
White Horse Business Park  
Trowbridge BA14 0XA

☎ 01225 785660/785663/785664  
✉ [earlyyears@wiltshire.gov.uk](mailto:earlyyears@wiltshire.gov.uk)

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### Contact information for Childcare Development Officers (as at September 2010)

**Childcare Manager (Team Leader)** - Sarah Clover 01225 785677

The **Senior Childcare Development Officers** are:

Area hub	Senior Childcare Development Officer	Contact Telephone Number
West Wiltshire	Sue West <a href="mailto:sue.west@wiltshire.gov.uk">sue.west@wiltshire.gov.uk</a>	07796 941648
North Wiltshire	Angela Brennan <a href="mailto:angela.brennan@wiltshire.gov.uk">angela.brennan@wiltshire.gov.uk</a>	07786 190123
South Wiltshire	Naomi Defriend <a href="mailto:naomi.defriend@wiltshire.gov.uk">naomi.defriend@wiltshire.gov.uk</a>	07917 067283
East Wiltshire	Lucy-Anne Bryant <a href="mailto:Lucyanne.bryant@wiltshire.gov.uk">Lucyanne.bryant@wiltshire.gov.uk</a>	07824 416522

This team can be contacted for business support and the welfare requirements for group settings.



## Contact information for Accredited Network Childminders (as at September 2010)

Wiltshire Council has a dedicated team of Childminding Development Officers who offer advice and guidance on all aspects of childminding including those who are members of the Wiltshire Accredited Childminding Network.

**Integrated Services Manager (Team Leader)** - Annika Palmer 01225 785684

The Senior Childminding Advisors are:

Area of Work	Childminding Advisor	Contact Phone Number
Inclusion	Jayne Reynolds <a href="mailto:jayne.reynolds@wiltshire.gov.uk">jayne.reynolds@wiltshire.gov.uk</a>	07500 126568
Quality	Julie Kearns <a href="mailto:julie.kearns@wiltshire.gov.uk">julie.kearns@wiltshire.gov.uk</a>	07500 126694

This team covers all aspects of the work of childminders.

## Contact information for Quality Improvement including quality assurance and the Wiltshire SEF for group settings.

**Senior Quality Improvement Manager** - Gill Maddocks 01225 785668

## Contact information for Early Learning and Development for group settings

Administration: 01225 785668

## Contact information for children with difficulties and disabilities for group settings

Administration: 01225 785670

### Postal Address:

Early Years & Childcare Team  
Schools and Learning Branch  
Department for Children & Education  
Wiltshire Council  
9 Ascot Court  
White Horse Business Park  
Trowbridge BA14 0XA


Office number: 01225 785667


Email: [earlyyears@wiltshire.gov.uk](mailto:earlyyears@wiltshire.gov.uk)

**The following services have a contract with Wiltshire Council to support the Early Years and Childcare service until March 2011:**

**Family Information Service**


ask

 08457 585072 for further details

 [info@askwiltshire.org](mailto:info@askwiltshire.org)  
[www.askwiltshire.org](http://www.askwiltshire.org)


**Workforce Development Co-ordinator**

Bright Horizons Family Solutions

 0845 601 2392 for further details

 [tjones@brihthorizons.com](mailto:tjones@brihthorizons.com)  
[www.childcarejobs.co.uk](http://www.childcarejobs.co.uk)

**Wiltshire Scrapstore and Resource Centre.**

 01249 730011 for further details

 [wprc@wiltsplay.org.uk](mailto:wprc@wiltsplay.org.uk)

**Other contacts:**

**OFSTED – Southern Regional Office**

Freshford House

Redcliffe Way

Bristol

BS1 6NL

 08456 404040 (Childcare Regulation Info)

# Wiltshire Early Years & Childcare Local Provider Agreement on the provision of Early Years Free Entitlement for three and four year olds

## Provider Declaration

The person legally responsible for your establishment must sign the following declaration:

- I certify that this provision conforms to all the conditions of eligibility for registration in the Directory of Registered Early Years Providers for 2010-2011 and that this provider will, whilst registered, ensure all elements of the Wiltshire Local Provider Agreement are met.
- I have read carefully the Wiltshire Early Years & Childcare Local Provider Agreement and I agree to the terms and conditions set out in this document.
- I agree to details of this provision being included on the Family Information Directory operated by the UK Government
- I certify that my setting is using –

Please tick as appropriate:

Wiltshire SEF	
Ofsted SEF	
A Quality Assurance scheme	(please specify)

By signing this form you are agreeing to comply with the DfE's 'A Code of Practice on the Provision of Free Nursery Education Places for Three and Four Year Olds - September 2010' and meet the conditions as set out above.

Name: ..... Position:.....

Signature:..... Date:.....

Please copy and send the completed application form to:

Free Entitlement Funding Team -  
 Early Years & Childcare Team  
 Department for Children & Education  
 Wiltshire Council  
 9 Ascot Court  
 White Horse Business Park  
 Trowbridge BA14 0XA

.....

Table of Free Entitlement Funding basic hourly rates 2010-2011

No of children	No. of hours per session of 12½ hours	Staffing/ hour	Sickness cover/ hour	Non staffing/hour	Total
<b>Maintained</b>					
Up to 26	Up to 325	£3.31	£0.06	£0.73	£4.10
39	325.1 to 487.5	£3.18	£0.06	£0.72	£3.96
52	487.6 to 650	£3.11	£0.06	£0.72	£3.89
65	More than 650.1	£2.81	£0.05	£0.72	£3.58
<b>PVI</b>					
16	Up to 200	£2.96	£0.05	£0.85	£3.86
24	200.1 to 300	£2.69	£0.05	£0.85	£3.59
32	300.1 to 400	£2.51	£0.04	£0.85	£3.40
40	400.1 to 500	£2.44	£0.04	£0.85	£3.33
48	500.1 to 600	£2.36	£0.04	£0.85	£3.25
56	600.1 to 700	£2.33	£0.04	£0.85	£3.22
64	700.1 to 800	£2.28	£0.04	£0.85	£3.17
72	More than 800.1	£2.27	£0.04	£0.85	£3.16
<b>Childminders</b>					
3	Up to 37.5	£7.69	£0.10	£0.76	£8.56
6	37.6 to 75	£6.28	£0.09	£0.76	£7.14
9	More than 75.1	£5.81	£0.09	£0.76	£6.67

Early Years single funding formula payment  
and provisional estimate 2010-11 financial year

Appendix 3

Provider name: Very Busy Bees Playgroup

Provider type: Private

URN:

5\*\*\*\*

Your initial free entitlement budget has been calculated as follows:

Basic rate allowance:	B Basic hourly rate £ 3.85		
	12 ½ hours	2 ½ hours	Total
A Sept 2009 count	3,528.00 hrs	560.00	= 4,088.00
C Summer hours to fund	4,684.68 hrs	743.80	= 5,428.28 (A/14 wks x 13wks x weighting of 1.43)
D Autumn hours to fund	3,528.00 hrs	560.00	= 4,088.00 (= A)
E Spring hours to fund	3,465.00 hrs	550.00	= 4,015.00 (A/14 wks x 11wks x weighting of 1.25)
F Total hours	11,677.68	+ 1,853.80	= 13,531.28 (C + D + E)

G Total basic payment £ 52,095.43 ( F x B ) for free entitlement provision

Supplementary allowances :

H Deprivation	£ 999.29	
I Rurality / Sustainability	£ 0.00	
J Total EYSFF budget	£ 53,094.72	(G + H + I)

Transitional arrangement calculation:

K Funding based on NEG rate	£ 48,847.92	(F x NEG Rate of £ 3.61 Per hour)
L Difference in funding	£ -4,246.80	( J - K )
M Transitional adjustment	£ -2,123.40	(L divided by 2)

N Provisional funding estimate £ 50,971.32 (J+M)

PTO

**Early Years single funding formula payment  
and provisional estimate 2010-11 financial year (page 2)**

Provider name: Very Busy Bees Playgroup  
Provider type: Private

URN: 5\*\*\*\*\*

Based on the data overleaf the early years provisional free entitlement payments for 2010-11 will be as follows:

	Basic rate funding	Deprivation funding	Rurality / Sustainability	Transition adjustment	Total monthly payment
April 22	4,341.29	83.27	0.00	-176.95	4,247.61
May 21	4,341.29	83.27	0.00	-176.95	4,247.61
June 22	4,341.29	83.27	0.00	-176.95	4,247.61
July 22	4,341.29	83.27	0.00	-176.95	4,247.61
August 20	4,341.29	83.27	0.00	-176.95	4,247.61
September 22	4,341.29	83.27	0.00	-176.95	4,247.61
October 22	4,341.29	83.27	0.00	-176.95	4,247.61
November 22	4,341.29	83.27	0.00	-176.95	4,247.61
December 22	4,341.29	83.27	0.00	-176.95	4,247.61
January 21	4,341.29	83.27	0.00	-176.95	4,247.61
February 22	4,341.29	83.27	0.00	-176.95	4,247.61
March 22	4,341.29	83.27	0.00	-176.95	4,247.61
<b>TOTAL</b>	<b>52,095.43</b>	<b>999.29</b>	<b>0.00</b>	<b>-2,123.40</b>	<b>50,971.32</b>

If you have any queries regarding this schedule please contact Jenny Harvey on 01225 785662 or [Jennifer.Harvey@wiltshire.gov.uk](mailto:Jennifer.Harvey@wiltshire.gov.uk)

**CLAIM FOR NURSERY EDUCATION GRANT – All Providers**  
Summer 2010 Headcount Form

Provider Name : Very Busy Bees Playgroup  
WURN : 5\*\*\*\*\*  
Contact Person : Mrs Bumble

Please claim for children born on or between:  
Information given in this form will be used to cross check data with authorities bordering Wiltshire. **Please delete those children listed that you no longer wish to claim grant for**

Pupil Surname	Pupil Forename	DOB	M/F	Postcode	Res Code	Total Fund Wks	Claimed Hrs/ Week	Total Hrs	Is grant being claimed elsewhere?	Par. Sign
									Provider Name (hrs)	
BROWN	JANE	04/09/04	F	WA12 1CV	W	14	15	210	NO	
WHITE	JAMES	25/10/05	M	WA11 4UN	M	16	13	208	NO	
GINGER	HEATHER	03/11/05	M	WA11 4UB	W	14	7.5	105	LITTLE POPPETS – 7.5 HRS/WK, 105 HRS TOTAL	
BEEN	HUGH	17/03/06	F	WA12 4TB	W	14	15	210	NO	

Page 131

This information is very useful to monitor the amount of cross-border attendance from other Authorities. To find out a child's Residency Code, please ask their parent where they pay their Council Tax. If the child's parents are in the military, please enter M. Full list of codes provided on the reverse of the form.

**15 hour providers:** The number of funded weeks could vary from child to child which will impact on the number of funded hours they can access each week.

**Total number of hours claimed:**

**NB: Grant can only be claimed for up to 15 hours per week per child - THIS INCLUDES ATTENDANCE AT PRIMARY SCHOOL. (Please refer to the admin guide for further details.) Parents must pay for any additional hours.**

**DRAFT Provider Application/Details Form**

<b>Name of Provider</b>	
Address 1	
Address 2	
Address 3	
County	
Postcode	
Telephone Number	
Email	
Type (Pr/Vol/Ind or CMN)	
DfE Educational URN	
Name of SENCO	
Name of Nursery Grant Coordinator	
Registered Owners Name (name on Ofsted certificate)	
Owners Telephone Number	

**To ensure that correspondence reaches the contact person, an alternative contact address is required if the provider operates from a multipurpose venue.**

Contact Address 1	
Contact Address 2	
Contact Address 3	
Contact County	
Contact Postcode	

**The following information is mandatory – all grant payments are to be made by BACS**

Bank Name	
Bank Account Name	
Bank Sort Code	
Bank Account Number	
Creditor Number (WCC only)	

Must be 8 digits long

**I certify that the information given above is accurate:**

Signed:

Name (In BLOCK CAPITALS):

Position:

Please Return to, Free Entitlement Funding Team, Wiltshire Council, Schools & Learning Directorate, Unit 9 Ascot Court, White Horse Business Park, Trowbridge. BA14 0XA



**EARLY YEARS SINGLE FORMULA FUNDING  
SIGNIFICANT CHANGE IN FUNDED HOURS  
AUTUMN 2010**

Provider name \_\_\_\_\_

Provider URN \_\_\_\_\_  
(on your Annual Provisional Funding Estimate)

Details of requested revision

Please note that payment will only be revised if your total funded hours are 20% more or less than originally forecasted (see box D).

<b>Hours</b>	<b>Original breakdown (as per your latest Provisional Funding Estimate)</b>	<b>New breakdown you wish your hours to be revised to</b>
<b>12 ½ hours total</b>		
<b>2 ½ hours total</b>		
<b>Overall total</b>		

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Contact details:

Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

Date: \_\_\_\_\_

**Office use only:**

Approved: YES/NO      Date: \_\_\_\_\_      Initials: \_\_\_\_\_

Please return this form to: Free Entitlement Funding Team, Early Years & Childcare, Schools & Learning, Wiltshire Council, 9 Ascot Court, White Horse Business Park, Trowbridge, Wiltshire, BA14 0XA

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**Wiltshire Council**

**Schools Funding Working Group**  
**23<sup>rd</sup> September 2010**

**Schools Forum**  
**7<sup>th</sup> October 2010**

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## **Review of Funding for Premature Retirement and Dismissal costs for Schools Based Staff**

### **Purpose of report**

1. To consider issues in respect of the funding of premature retirement and dismissal (redundancy) cases in schools.
2. Because of the pressures on the budget in recent years Schools Forum has requested a review of the funding of employee termination costs and of the process for approving expenditure. This report focuses on the funding aspect.

### **Background**

3. Within Wiltshire the budget for termination of employment costs (premature retirement and redundancy) is currently held within the centrally retained schools budget (funded by Dedicated Schools Grant).
4. The School Finance Regulations specify the kinds of activities that a local authority can fund from and costs it can incur in its central expenditure. The Regulations also provide for the types of funding that can be retained centrally by the local authority but only on the condition that the Schools Forum agrees the amounts held against each item and this would apply to funding for premature retirement and redundancy costs.
5. Schedule 2 Para 36(b) of the Schools Finance (England) Regulations 2008 makes provision for the costs of termination of employment. Para 36 permits expenditure relating to the dismissal or premature retirement of, or for the purpose of securing the resignation of, any person employed in a mainstream school to be funded from the centrally retained schools budget where –
  - a. the dismissal, premature retirement or resignation occurs after 1<sup>st</sup> April 2008; and
  - b. the revenue savings achieved by any termination of employment are equal to or greater to the costs incurred.
6. Increased expenditure under this category must be agreed with Schools Forum, and is subject to a 'revenue savings test'. The Schools Forum can only agree to this item from central expenditure in the Schools Budget

where the local authority can prove that it has generated at least equivalent savings to the Schools Budget by undertaking this expenditure.

7. Expenditure on termination of employment costs in those schools who are federating and amalgamating falls within this arrangement because of the savings made to the overall schools budget.
8. Schedule 2 Para 32 of the regulations allows for expenditure to be made from the centrally retained schools budget on allocations to the governing body of a school in financial difficulty provided that the authority consult the schools forum on their arrangements for the implementation of such support. In Wiltshire employment termination costs arising as part of a financial recovery plan in a school have been funded in this way.
9. In recent years this PRC budget has overspent and has therefore been a cost pressure to the overall schools budget with savings having to be made in other budgets to offset the overspend. The number of cases per year has increased from 18 in 2006/07 to 70 in 2009/10 and the budget was increased in 2009/10 as a result of overspends in previous years.

<b>Year</b>	<b>Budget</b>	<b>Outturn</b>	<b>Variance</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
2009/10	0.409	0.566	-0.158
2008/09	0.175	0.361	-0.186
2007/08	0.350	0.463	-0.113
2006/07	0.175	0.307	-0.132

*(NB Outturn 2009/10 excludes the additional costs of the current severance policy for non-teaching staff as this cost was funded corporately)*

10. The projected outturn for 2010/11 is £221,000 after adjusting for the support staff additional cost and so is projected to be within budget at this point in the year.

### **Main considerations for Schools Forum**

11. In line with the Schools Forum request this paper will address the funding aspect of employee redundancies within schools.
12. In addition to the two main circumstances for premature retirements or redundancies outlined above, we have identified an increase in the number of cases of sums paid out at the end of fixed term contracts where statutory rights to redundancy payments have been established. This may occur, for example, in the case of non teaching staff on temporary contracts linked to specific pupils with special educational needs (related to a named pupil allowance (NPA) payment). This is a development which has taken hold only recently following guidance issued to schools on our legal obligations not to treat fixed term workers less favourably.
13. As new circumstances arise it is necessary to go back to the funding regulations to understand how cases need to be funded. Appendix 1 shows a summary (source Department for Children, Schools & Families,

2009) of the funding requirements for termination of employment costs. It can be seen that in premature retirement cases the default position in the legislation is that these costs should be met from the individual schools budget share, whilst for redundancy cases the default is that the costs should be picked up by the LA (Schools Finance (England) Regulations 2008). However, it is possible for both of these types of cost to be met from the centrally retained schools budget in the circumstances outlined in paragraphs 5 to 8 above and this is currently what happens in Wiltshire. Within Wiltshire cases that do not arise as part of a formal federation or amalgamation or a deficit recovery plan are currently funded by individual schools.

14. The cost of a redundancy payment relating to the termination of a fixed term contract would not be eligible for funding from the schools budget. Redundancy payments for the termination of fixed term contracts are therefore to be met by the LA unless there is “good reason” (DCSF, 2009) for all or part of those costs to be deducted from the school’s budget share. “Good reason” is envisaged to be, for example, when a school chooses to pay more than the local scheme would allow.
15. In order to clarify the appropriate funding source for each type of dismissal cost within Wiltshire Schools a flowchart is attached at Appendix 2. Adopting this approach will generate a cost pressure within the LA budget as no redundancy costs are currently being funded from this budget. However it is important to make sure that our funding process is consistent with the law and it is proposed that this approach be implemented for the current financial year.
16. A further pressure is likely to impact on the costs of redundancy cases as the LA renegotiates its current severance policy. Any change will affect the cost of redundancy payments for non teaching staff in schools and is subject to the provisions of The Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006. Currently the full cost of the LA severance policy is not charged to the schools budget because it has been agreed that there will be no adverse financial impact to schools from the move to one council. The new policy would be unrelated to local government reorganisation and, whilst less costly than the current policy, is expected to be a cost pressure to the centrally retained DSG budget. At this stage the policy is not finalised and it is difficult to estimate the likely cost however if cases continue at the current rate the cost pressure is likely to be between £150,000 and £200,000.
17. Schools Forum has previously requested that options for reducing costs of redundancies and premature retirements be looked at. An option to require schools to repay redundancy costs once any financial deficit has been recovered has been considered but rejected on the grounds that there is no provision for such recovery within the current regulations. The key control therefore needs to be in relation to the processes of approval and challenge to ensure that each case is scrutinised and challenged prior to approval.

## **Environmental impact of the proposal**

18. None

## **Equalities impact of the proposal**

19. None – this paper focuses on funding issues.

## **Financial implications**

20. Outlined within the report.

## **Legal implications**

21. Outlined within the report

## **Proposal**

22. It is proposed that

- a. The funding process outlined in Appendix 2 is adopted, with effect from 1 April 2010;
- b. That the revenue savings test be applied to all cases for which funding from DSG is being considered under Schedule 2 paragraph 36b of the 2008 regulations;
- c. that schools who have funded redundancy costs for staff on the termination of fixed term contracts in the current financial year be contacted and the costs reimbursed;
- d. that cost pressures arising from any changes to the LA severance policy be identified and taken in to account in consideration of the overall schools budget in December
- e. that the process for approval and monitoring of redundancies in schools be reviewed to ensure that there is robust challenge for each case.

**Carolyn Godfrey**  
**Director, Children & Education**

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13 September 2010

## **Background papers**

The following unpublished documents have been relied on in the preparation of this report:

None

**Appendices**

Appendix 1 – Summary of Funding Regulations for Termination of  
Employment

Appendix 2 – Flowchart to illustrate funding process

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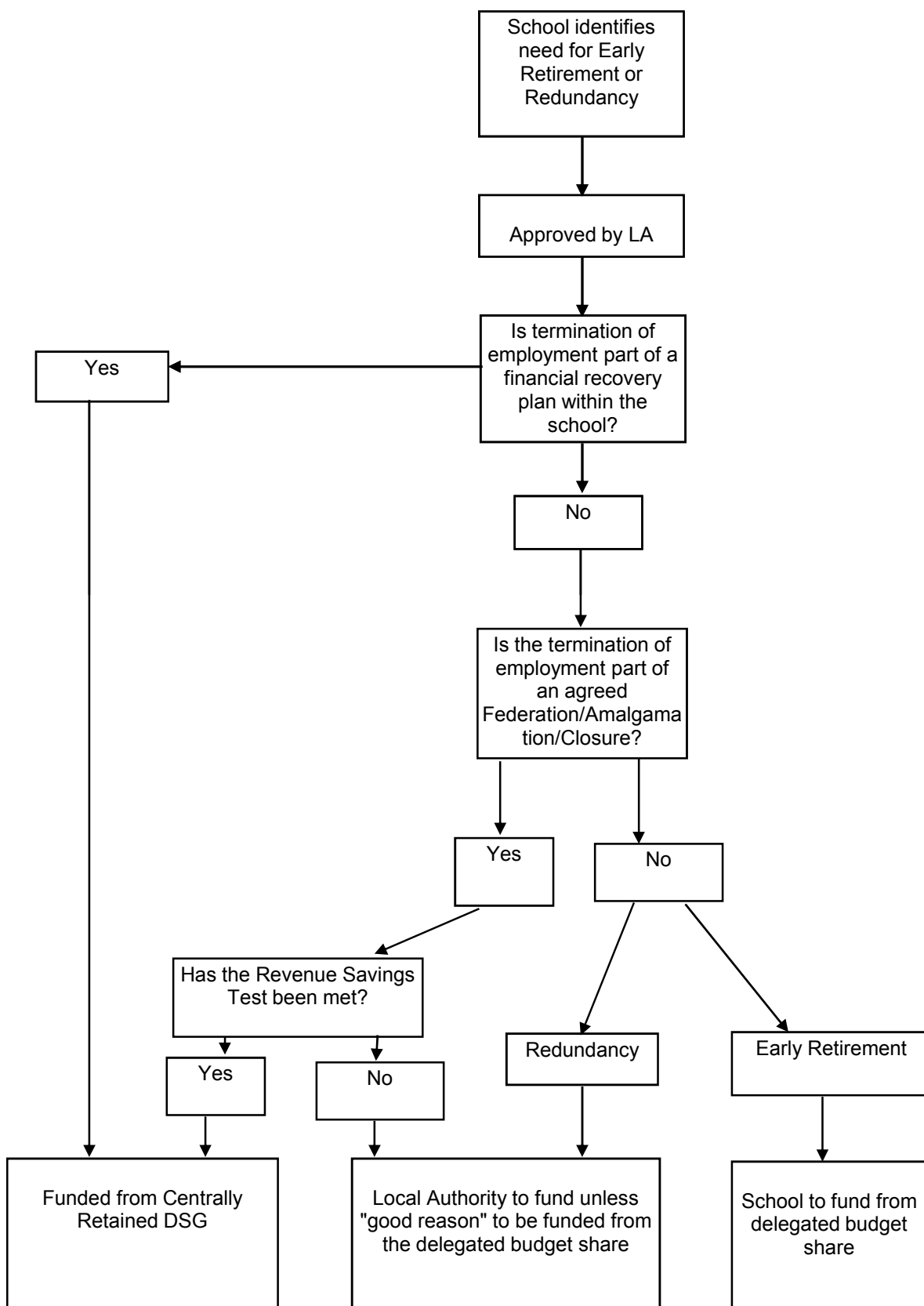


### Funding Requirements for Employment Termination Costs (*source DCSF 2009*)

Where can the funding be paid from?	LEA Budget	Schools Budget – Individual Schools Budget	Schools Budget – Centrally Retained
<b>Premature Retirement Costs (PRC or VER)</b>	Where the LA agree in writing with the governing body that these costs shall not be met from the school's budget share.	<b>Default position:</b> The law says: PRC costs "shall be met from the school's budget share except in so far as the authority agree with the governing body in writing (whether before or after the retirement occurs) that they shall not be so met."	<p>A local authority may deduct from the schools budget to determine the individual schools budget expenditure on— (Schedule 2, 36 (b)) termination of employment costs; <b>provided that</b> any deductions under this paragraph are limited to the amount deducted by the authority in respect of such expenditure under paragraph 35 of Schedule 2 to the 2006 Regulations for the previous financial year or under this paragraph for the previous funding period.</p> <p>Where a reference to "termination of employment costs", for the purposes of paragraph 36(b) of Schedule 2, is a reference to expenditure relating to the dismissal or premature retirement of, or for the purpose of securing the resignation of, any person employed in a maintained school where—</p> <p>(a) the dismissal, premature retirement or resignation occurs after 1st April 2008; and</p> <p>(b) the revenue savings achieved by any termination of employment are equal to or greater than the costs incurred.</p> <p>Increased expenditure under this category must be agreed with the Schools Forum.</p>
<b>Dismissal or securing a resignation (redundancy)</b>	<b>Default position:</b> costs incurred by the local education authority in respect of the dismissal, or for the purpose of securing the resignation, of any member of the staff of a maintained school shall not be met from the school's budget share except in so far as the authority have good reason for deducting those costs, or any part of those costs, from that share.	Where the LA has good reason for deducting these costs. 'Good reason' was envisaged to be (for example) the school choosing to greater than the local scheme would allow for redundancy payments.	<p>(Schedule 2 (32)) Expenditure on allocations to the governing body of a school in financial difficulty provided that the authority consult the schools forum on their arrangements for the implementation of such support.</p>
			(Schedule 2 (32)) Expenditure for purposes not falling within any other paragraph of this Schedule, provided that the expenditure does not amount in total to more than 0.1% of the authority's schools budget. The amount of funding available under this category is likely to be insufficient to be practically used for VER or redundancy costs

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**Flow Cart to Identify Funding Source for Employee Termination Costs**



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**WILTSHIRE COUNCIL  
SCHOOLS FORUM  
7<sup>th</sup> October 2010**

**SCHOOLS REVENUE SURPLUS AND DEFICIT BALANCES 2009-10**

**Introduction**

1. This report presents the position of balances of Wiltshire schools as at 31<sup>st</sup> March 2010 and identifies those that are in deficit.
2. Members last considered a report on Schools' balances and deficits in October 2009. In that report, 13 schools were in deficit with a total value of £0.515 million and the value of surpluses was £14.476 million.
3. A Controls on Surplus Balances Scheme is in place which applies limits to school rollovers as follows:
  - Secondary schools up to 5% of school budget share
  - Primary and special schools, 8% of school budget share or £10,000 whichever is the higher.Any surplus balances in excess of the above thresholds may be clawed back and redistributed to the sector from which they arose.
4. A performance target has been set by the Chief Financial Officer that limits deficits to 10% of total positive balances.

**Summary of Main Considerations**

**Current situation and trends**

5. Appendices 1 and 2 to this report summarise the overall position on schools' revenue balances, by phase of school, and details the position on deficits as at 31<sup>st</sup> March 2010.
6. The main points are:
  - The net revenue balances now stand at £10.914 million and represents 4.44% of budget shares for 2009-2010
  - This reflects a decrease of 21.83%, £3.047 million, when compared with 2008-2009 net revenue balances.
  - The number of schools in deficit is 21 with a total value of £0.725 million. This reflects an increase in numbers and value, of 8 and £0.210 million respectively, when compared to the previous year-end, as detailed in paragraph 2 above.
  - The number of schools with balances above the permissible threshold (see Para. 3 above) is 51 with a total value of £5.918 million. This indicates that 22% of schools appear to be holding 51% of all revenue balances. The Intended Use of Revenue Balances returns, required by the Controls on Surplus Balances Scheme, have been scrutinised by officers to ensure that funds have been properly assigned and will be monitored to check these funds have been spent accordingly. Appendix 3 lists these schools and shows:-

The total revenue balances of the 51 schools	£5.918m	(a)
Balances held for specific purposes as detailed in the Controls on Surplus Balances Scheme e.g. planned projects	- £2.464m	(b)
Leaving a general balance of	£3.454m	(c)

- Where an individual school shows an excess balance above the permissible threshold (Appendix 3 Column d) the LA may claw back these funds. The School Funding Working Group has considered a detailed report which indicates that £0.179 million excess balances, (column e) of five schools should be subject to the claw back mechanism. These schools should now be sent letters advising them of the position and giving them the opportunity to appeal.
- The process for the claw back of funds has highlighted the practicalities of redistributing what could be small sums of money within the financial year in which they are clawed back. Schools Forum, on 2<sup>nd</sup> October 2007, agreed :-
  - a. the principle of redistribution of funds within the sector from which they originated
  - b. any clawed back funds below a threshold of £100K within any sector be used towards the write off of closed schools deficit budgets. Any surplus to be used to off-set costs of premature retirement (if allowed)
  - c. the methodology to be used in the event that sums are redistributed to be based on the AWPU rate.
- Overall, deficits are within the Chief Financial Officers' target of 10% of positive rollovers. The actual is 6.23%.

7. The movement in net revenue balances over the past 3 financial years is shown in the following table:

	2007 - 08	2008 - 09	2009 - 10	2009-10 Balances as % of 2009-10 Budget Share	Increase/ Decrease from 2008-09	Increase / Decrease %
	£	£	£	%	£	%
Primary	7,239,041	8,036,294	6,171,009	2.51%	-1,865,284	-23.21%
Secondary	5,949,782	5,250,613	4,003,849	1.63%	-1,246,764	-23.75%
Special	870,223	673,835	738,699	0.30%	64,864	9.63%
	<u>14,059,046</u>	<u>13,960,741</u>	<u>10,913,557</u>	<u>4.44%</u>	<u>-3,047,184</u>	<u>-21.83%*</u>

\*NB this represents the total percentage decrease in all schools balances between 2008-09 and 2009-10

8. Detailed below is an analysis of the Intended Use of Revenue Balances returns received from 162 schools for 2009-10, including those schools under the permissible threshold:-

Planned investment of a capital nature to be met from revenue	£1.151m
Ring fenced grants	£1.559m
Additional funding made late in financial year	£0.100m
Unspent LSC in year pupil adjustments for post 16 students	<u>£0.000m</u>
<b>Earmarked Reserves</b>	<b>£2.810m</b>
General Balance - Schools above permissible threshold	£3.454m
General Balance – Other schools	<u>£3.245m</u>
<b>General Balance</b>	<b>£6.699m</b>
<b>Revenue Balances of schools which submitted a return</b>	<b>£9.509m</b>

Intended Use of Revenue Balances returns were received from 162 out of a total 236 schools. 21 schools were in deficit so were not required to make a return and for those schools with reserves below their permissible balance (see Para 13 below) it is not compulsory to provide this information. The above analysis represents a 69% compliance rate and indicates that, in respect of those schools that completed the return, 30% of their total revenue balances have been retained for specific reserves. Of those schools required to submit a return i.e. above the threshold, 100% complied.

The analysis also shows that a significant amount of schools' revenue reserves (12%) is earmarked to support projects of a capital nature.

#### The Financial and Accountability Environment for Schools

- Between 2008-09 and 2009-10 total revenue surpluses have reduced by £2.84m. Officers are of the view that the measures put in place to facilitate the reduction in high revenue balances and in particular the implementation of the revised 'Controls on Surplus Balance Scheme' introduced for the financial year 2009-10 have been instrumental in reducing revenue balances this year.
- Officers have analysed the balances of 21 schools which have carried forward excess revenue balances for four consecutive years. They are satisfied that such balances have been properly assigned and appropriately spent.
- Projections for Wiltshire schools, derived from Budget Templates received to date, indicate a significant reduction in revenue balances and considerable increases in deficit balances for the financial years 2010-11 and 2011-12 as detailed below:

##### **Projected balances 2010-11**

Deficit balances – 23 schools	£0.896m
Revenue balances - 210 schools	<u>£7.127m</u>
Net Revenue Balance	£6.231m

##### **Projected balances 2011-12**

Deficit balances – 53 schools	£3.163m
Revenue balances – 171 schools	<u>£5.084m</u>
Net Revenue Balance	£1.921m

**NB:** Budget Templates are produced utilising be-spoke forward planning software in which assumptions on inflation factors for future years are pre populated. These assumptions are likely to change when the outcome of the Governments Comprehensive Spending Review is published in October.

- In July 2009 the DCSF and LGA conducted a joint survey to find out local authority practice and views on balance control. Feedback from the survey was used to

develop a best practice guide for local authorities on managing surplus school balances.

An analysis of this guidance, together with an evaluation of Wiltshire Council current practice against the key factors, is attached at Appendix 4. The comparison clearly demonstrates that Wiltshire Council has sound procedures in place to successfully manage school balances.

13. Legislation prevents the Authority from enforcing disclosure of intended use of reserves, unless those reserves exceed 5% of budget share. Voluntary disclosure, while recommended to schools, cannot ensure that a complete picture of the intended use of reserves is available for publication.

## **Recommendations**

15. Schools Forum members are invited:-

- i) to comment as appropriate on this report

CAROLYN GODFREY  
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## ANALYSIS OF REVENUE ROLLOVERS 2009/10

Appendix 1

Type of School	Rollovers Above Limit				Reasonable Rollovers				Deficit Rollovers			
	Number	Rollover Value	2009-10 Budget Share	Rollover as % of Budget	Number	Rollover Value	2009-10 Budget Share	Rollover as % of Budget	Number	Rollover Value	2009-10 Budget Share	Rollover as % of Budget
Primary	40	2,515,121	21,489,824	11.7%	145	3,886,247	81,456,202	4.8%	16	-230,359	8,221,338	-2.8%
Secondary	9	2,985,238	46,037,717	6.5%	15	1,513,537	61,747,166	2.5%	5	-494,926	16,035,895	-3.1%
Special	2	417,968	3,270,412	12.8%	4	320,732	7,472,405	4.3%	0	0	0	0.0%
<b>Total</b>	<b>51</b>	<b>5,918,326</b>	<b>70,797,953</b>	<b>8.4%</b>	<b>164</b>	<b>5,720,516</b>	<b>150,675,773</b>	<b>3.8%</b>	<b>21</b>	<b>-725,285</b>	<b>24,257,233</b>	<b>-3.0%</b>

Page 149

Deficits as a percentage of positive Rollovers (local Target 10%)

	Deficits	Positive Rollovers	Deficit as a % of Rollover
Primary	-230,359	6,401,368	3.6%
Secondary	-494,926	4,498,775	11.0%
Special	0	738,699	0.0%
<b>Total</b>	<b>-725,285</b>	<b>11,638,843</b>	<b>6.2%</b>

Note: Classification of Rollovers

Above Permissible Limit: Secondary's greater than 5%  
Primary's & Specials greater than £10k or 8% of Budget Share (whichever is high)

Reasonable: Positive, but below above limit

Deficits: Negative

her)

DCSF No.	School Name	Budget Template 09/10		School's Income & Expenditure Forecast @ Dec 09		Revenue Actual 09/10		Predicted & ended in deficit	Predicted a surplus/balanced budget & ended in deficit
2009	Bratton		-£13,709		-£18,000		-£19,997	*	
2037	Devizes Southbroom Infant		-£35,951		-£35,951		-£9,531	*	
2076	Odstock		-£8,237		-£8,239		-£10,782	*	
2157	Salisbury Wyndham Park Infant		-£26,900		-£26,899		-£5,269	*	
2159	Bulford Kiwi		-£47,599		-£16,740		-£2,999	*	
2218	Chippenham Kings Lodge	£45,622			-£30,143	£21,189			
3021	Broughton Gifford C.E.		-£4,280	£299		£16,564			
3030	Calne St Dunstan Primary		-£21,127		-£36,981		-£31,174	*	
3061	Durrington All Saints CE Infant		-£16,873		-£4,001	£1,114			
3071	Figheldean St Michael's C.E.		-£2,514	£6,194		£14,851			
3352	Heytesbury C.E.		-£10,763		-£2,837		-£5,145	*	
3355	Idmiston C.E.		-£36,399		-£33,014		-£29,178	*	
3362	Laverstock St Andrew's C.E.		-£955	£12,808		£25,987			
3396	Tilshead St Thomas A'Beckett C.E.		-£5,268		-£5,239		-£173	*	
3435	Wardour R.C.	£9,141			-£6,144		-£4,748		*
3448	Bemerton St John CE	£0			-£52,852		-£12,065		*
3449	Broad Chalke C.E.		-£7,296	£1,835		£7,864			
3450	Great Wishford C.E.	£4,744			-£17,191		-£12,839		*
3466	The Manor	£347		£6,516			-£29,635		*
3471	Lyneham Primary		-£95,421		-£42,545		-£24,497	*	
4001	Wyvern College		-£295,786		-£362,337		-£370,542	*	
4070	Amesbury The Stonehenge		-£41,057		-£30,626		-£5,407	*	
4511	Salisbury St Edmund's		-£20,085		-£20,086		-£66	*	
5210	Wingfield C.E.		-£60,037	£0			-£21,655	*	
5217	Tidworth Zouch		-£16,038	£17,882		£62,206			
5222	Rowde C.E.		-£12,360		-£12,359		-£10,672	*	
5403	Pewsey Vale		-£20,371		-£4,002		-£4,389	*	
5405	Marlborough St John's		-£86,062		-£3,487		-£114,521	*	
5411	Devizes School		-£105,515		-£105,515	£329,384			
5414	Chippenham Hardenhuish		-£85,771		-£25,771	£148,249			
	<b>Total Deficits</b>		<b>-£1,076,374</b>		<b>-£900,959</b>		<b>-£725,285</b>		
	<b>No of Deficits</b>		<b>25</b>		<b>23</b>		<b>21</b>	<b>17</b>	<b>4</b>

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DCSF Guidance		Wiltshire LA current practice	In place?
Processes	Local Authorities should have been monitoring and challenging balances at least since the model Scheme for Financing Schools was amended in 2007.	Wiltshire LA put in place a shadow balance control mechanism in 2005/06 prior to implementing the DCSF statutory requirement in 2006/07. From this point onwards excess funds have been subject to claw back.	Yes
	Local Authorities and schools should take an active role in agreeing how balance control works and is defined locally.	Any proposed changes to the Scheme are discussed in detail by Schools Forum. If endorsed, all schools are then consulted on these changes with the results being reported back to Schools Forum prior to being implemented.	Yes
	The use of surplus balances should not be seen as just an issue for finance teams.	The finance team works closely with asset management colleagues when considering reserves held for capital projects.	Note 1
	Work on surplus balances should not be seen as just a year end issue but should also be integrated with multi year budget planning and in year monitoring.	Schools estimated revenue balances are routinely challenged as part of the LA monitoring role, starting with the budget template and thereafter by reviewing schools quarterly Income and Expenditure returns.	Yes
	Schools with surpluses already above the threshold should be subject to ongoing monitoring.	Schools are required to confirm that revenue balances held for specific purposes have been utilised as intended. If not, an explanation and supporting evidence are requested.	Yes
Thresholds	Schools and local authorities should start their planning as early as possible in the year.	If an excess balance is identified on the budget template this triggers a request for submittal of a Provisional Intended Use of Revenue Balances (IURB) return.	Yes
	When working out which schools are over the threshold, each schools total balance should be considered, not just sums which are recorded as uncommitted.	The total uncommitted revenue balance is the starting point for completion of the IURB return.	Yes
	It is Important that schools understand that thresholds are not seen as targets but as the maximum percentage which might be retained to support exceptional circumstances.	Schools are encouraged to fully utilise their funds to best effect for current pupils and continuous school improvement. Recognition is given to the need to make provision for longer term plans.	Yes
	Schools over the threshold are responsible for showing that they have plans for their whole balance and not just the part taking them over the threshold, i.e. schools should not only justify surpluses over the thresholds.	Currently schools are only required to justify surpluses above the threshold.	Note 2
Local Authorities have the power to amend their thresholds in agreement with their Schools Forum.	Wiltshire LA has adopted the permissible thresholds as advised by the DCSF but in addition to these it has also introduced lower thresholds which act as an 'early warning'.	Yes	

DCSF Guidance		Wiltshire LA current practice	In place?
Defining a committed balance  Page 154	<p>Local Authorities should clearly define what counts as a committed balance and these should be based on sound planning and supported by rigorous evidence.</p> <p>Examples of what an LA could define as committed are detailed below.</p>	<p>The Controls On Surplus Balance Scheme clearly defines the specific revenue reserves which governing bodies may retain funds for. A copy of the Scheme is sent to all schools with the IURB return along with detailed guidance on completion of the form. Additionally, Schools Forum has now agreed that all schools should submit a signed declaration to confirm that they have read and understand the Scheme.</p> <p>Information is required in support of committed balances. For planned investment of a capital nature a brief outline of the investment, the estimated completion date and the detail from the SDP or Committee minute are requested. For ring fenced grants additional information is requested such as the funding period and source.</p>	Yes
	<p><b>Capital</b></p> <ul style="list-style-type: none"> <li>Revenue funding should not be used in support of capital projects until all capital resources have been exhausted</li> <li>Revenue funding cannot be converted to capital in school accounts until it is spent</li> <li>The local authority should check that schools adhere to timescales</li> </ul>	<p>The Scheme states that any school wishing to assign revenue balances to capital must be able to demonstrate that allocations of devolved Formula Capital funds have been fully spent or committed. A time limit of two years is applied to the retention of excess surplus balances for planned uses permitted under the scheme.</p>	Yes
	<p><b>Planned falling rolls and falls in funding</b></p> <ul style="list-style-type: none"> <li>Schools should provide calculations, plans or projections to show expected changes in rolls or staffing</li> <li>Surplus balances should not be used to defer difficult decisions</li> </ul>	<p>Until 2009/10 schools could assign revenue balances to providing continuity of staffing through a period of significant change in pupil numbers. This criterion was too generalised and could easily be used as a 'catch all' to justify unreasonable levels of reserves. Schools were consulted on its removal and subsequently agreed with the proviso that schools would be able to make a case, if called to appeal, which would be considered on its merits.</p>	Yes
	<p><b>Prior year accruals and orders</b></p> <ul style="list-style-type: none"> <li>Commitments against a year end balance for orders must be supported by evidence such as copies of orders, system reports etc</li> <li>Local authorities should specify, on the grounds of materiality, the threshold above which accruals for goods received or services rendered are included in the year end accounts</li> </ul>	<p>From 2009/10, schools can no longer deduct orders from their year end revenue balance.</p> <p>Wiltshire LA recommends a threshold of £50 above which accruals for goods received or services rendered are actioned.</p>	Yes
	<p><b>Single status:</b></p> <ul style="list-style-type: none"> <li>Schools may hold balances to support single status agreements</li> <li>Schools should be able to demonstrate that they can fund the ongoing costs on a sustainable basis</li> </ul>	Not applicable	Yes

DCSF Guidance		Wiltshire LA current practice	In place?
	<p><b>Monies held for other schools:</b></p> <ul style="list-style-type: none"> <li>Funds held on behalf of other schools, e.g. as part of extended services cluster provision, should be accounted for separately within the host school account</li> </ul>	<p>Schools account for extended school activities using a discrete fund ending with year end balances being subject to scrutiny prior to closedown.</p> <p>Other funds held by banker schools are also subject to scrutiny at year end.</p>	Yes
	<p><b>Private school funds:</b></p> <ul style="list-style-type: none"> <li>Privately raised funds should not be included in the calculation of a schools revenue balance because these are separate from public funds</li> </ul>	<p>Voluntary funds are accounted for separately and must be audited annually.</p>	Yes
Standards Fund	<p>Local Authorities should make allowances for unspent Standards Funds only where these are ring fenced, specifically allocated for an academic year and/or allocated part way through the financial year</p>	<p>The Wiltshire LA Scheme states that grants may be retained where they are ring fenced or allocated late in the financial year, i.e. after January.</p>	Yes
Use of clawed back funds	<p>Local authorities, in consultation with their Schools Forum, should ensure that any significant funds clawed back are spent productively so that either local and national priorities benefit directly or by reallocating resources to support efficiency measures elsewhere</p>	<p>Schools Forum agreed that if the claw back total exceeds £100k, the funds will be redistributed within the sector from which they originated.</p>	Yes
	<p>Redistributing relatively small sums to all other schools will be of little benefit and, as an alternative, these could be used to fund invest to save schemes such as supporting the training of school business managers or pump priming federations or partnership arrangements.</p>	<p>Where the claw back total is less the £100k, the funds will be used towards the write off of closed schools deficit budgets and to offset costs associated with premature retirement.</p>	Yes

**Notes:**

1. The Audit Commission, in its report 'Valuable Lessons', recommends ensuring that School Improvement Partners consider the efficient deployment of school resources as an essential part of school improvement. The Accounting and Budget Support team produces a financial information sheet for each school which includes a range of data including school balances information. This is routinely shared with non-finance colleagues but not directly with School Improvement Partners.
2. The DCSF guidance states that it is not the case that schools should only justify surpluses above the threshold but that when attempting to justify surplus balances, the total balance must be taken into account. The Wiltshire Council Controls on Surplus Balances Scheme requires schools with balances above the permissible thresholds to complete the Intended Use of Revenue Balances Return. This return is structured such that schools only have to justify the surplus balance, i.e. above the threshold, and not the total balance.

Schools with balances below the thresholds are not required to justify their balances. Although it is not compulsory for these schools to complete the return, they are strongly encouraged to do so in order to give a complete and accurate view of how schools propose to use revenue balances.