

THE FUNDING FORMULA 2003/04

1. FORMULA ALLOCATION

1.1 AGE WEIGHTINGS

Age Range	Weighting
Nursery	1.302
Reception	1.248
5 - 7	1.097
8	1.000
9-10	1.054
11 - 13	1.540
14 - 15	1.700
16+ Re-takes	1.700
16 and over	2.000

Pupil numbers for formula funding for a financial year are based on the previous January PLASC returns, and they are weighted by the factors shown above to provide the basis for allocating this element of the formula. The weighting reflects the cost of the differing curriculum needs of the pupils in each age range.

1.2 RESOURCES FOR CHILDREN WITH STATEMENTS OF SEN

All maintained primary and secondary schools - Community, Foundation and Voluntary - will be allocated resources for children in their schools with statements of special educational need. The resources will be allocated in accordance with the requirements of the statement with cash values allocated as set out below for 2003/04

	£
0.1 Teacher	3,936
0.1A (Specialist) Teacher *	4,592
0.1 Welfare/Learning Support Assistant	1,355
Other allocations	As necessary

* Provided where a statement determines that a pupil has an additional need requiring the support of a specially qualified teacher.

Funding will be as above, proportional to the staffing support required by the statement. This formula factor will not apply to pupils with statements of SEN in special units in mainstream schools as funding in respect of these pupils is allocated through the separate place weighting factor for these units (except where the support required for the pupil is over and above that reflected in the place weighting).

As this factor represents an allocation of resources based on pupils it will count as part of the pupil driven element of the formula.

All pupils with statements in mainstream primary and secondary schools at the PLASC count date prior to the year in question will attract an allocation of resources to the school based on the application of the above to their statements.

Pupils in the top year of the junior (or infants in a non JMI school) or the fifth year or upper sixth in a secondary school will attract 5/12 staffing funding and 100% non recurrent funding. All other pupils will attract a full year's funding.

In year changes will be funded from the unallocated Individual Schools Budget (ISB) retained outside the devolved ISB. This will be used to fund new statements after the PLASC count date and deal with pupil transfers between infant and junior schools, junior to secondary and fifth to sixth form. September transfers will attract 7/12 staffing funding and 100% non-recurrent funding.

Where a pupil moves school other than as dealt with above, the recurrent funding will move with the pupil. The school from which the pupil moved will lose the recurrent funding pro-rata from the date of removal of the pupil from the register and the receiving school will attract the resources from that date. This and excluded pupils are the only two areas where school Budget Shares can be reduced in year. Any non-recurrent funding will not be taken from the former school but would be paid to the receiving school.

1.3 **NON-STATEMENTED SEN**

There is a separate allocation factor for pupils with special educational needs but without a statement, the pupils to be identified by an annual audit carried out in consultation with each school, the results of the audit being used to allocate resources for the following financial year. Pupils are identified in two bands, band one with less severe needs and band two closer to statement. The value of the allocation resource for band two will be 1.5 band one (£433.71 and £289.14 respectively for 2003/04).

Because this factor represents an allocation of resources based on pupils it will count as part of the pupil driven element of the devolved funding formula.

1.4 **OTHER PUPIL LED FACTORS**

1.4.1 **Mobility**

The Mobility factor allocates £105,500 in 2003/04. It relates to the turn-over of pupils above 10% of the school roll aged 5 to 15 and includes the normal intake week(s) for the normal intake year group, but not the intake years in those weeks. The data is based on the number of new pupils entering the school in the above categories for the 2001/02 academic year compared to the January 2002 roll.

1.4.2 **Former Grant Maintained School Protection**

Former Grant Maintained Schools' budgets for 2003/04 will be protected at a level of resources per pupil no less than the minimum prescribed in accordance with DfES regulations.

1.5 **PREMISES RELATED FACTORS**

1.5.1 The main premises factor is allocated wholly on the basis of floor area (square metres). The floor area of free standing dining rooms is weighted by a factor of 2 to allow for the additional energy costs

1.5.2 National Non Domestic Rates (NNDR) is resourced at actual cost.

1.5.3 **Split Site**

This factor is a cash figure based on the additional staffing requirements of a split site school. A school is deemed to be on a split site if the sites meet the following criteria:

- (1) They are more than half a mile apart separated by public roads.
- (2) It is necessary for staff to move between the sites in order to teach on both sites in support of the principle of a whole school policy and to maintain the integrity of the delivering of the National Curriculum.
- (3) Each site is occupied by a large proportion of the school (more than one year group).

1.6 **OTHER FACTORS**

1.6.1 **Needs-Led**

£522,675 is allocated through this factor in 2003/04. For primary schools, it is based on Free School Meals (FSM) and for Secondary Schools the Cognitive Assessment Test (CAT) results for year 7. The FSM numbers are increased by the percentage of part time nursery pupils which equates to the percentage of FSM pupils to the rest of the roll. The primary school measure is the percentage of FSM entitlement to total roll and the secondary measure the percentage of year 7 pupils achieving an average score of 90% or less in their CATs tests compared to the year 7 roll. The allocation is then made pro rata to these percentages.

1.6.2 **Pupil Retention Factor**

This formula factor applies to the secondary sector and is based on pupil mobility, entitlement to Free School Meals (FSM) and the percentage of pupils in identified at risk groups (Black Afro Caribbean boys and children looked after). In each case, the number of pupils in each category (excluding sixth form pupils) is expressed as a percentage of the non-sixth form roll. That figure is then divided by three for each school and the result used to apportion the funding. £700,000 is allocated through this factor in 2003/04. In addition, £100,000 is retained in the unallocated ISB to fund excluded pupils in the relevant categories who are accepted by secondary schools in-year.

1.6.3 **Social Deprivation Factor**

This factor allocates £100,000 on the basis of the percentage of pupils on roll at each school who live in the seven most deprived Wards in Brent and who are entitled to free school meals. The identification of the Ward of residence is made by reference to the pupil's postcode from the PLASC return.

1.6.4 **Redeployed Staff Protection**

Schools will receive funding for four years equivalent to the difference in salary between a redeployed member of staff's safeguarded salary point and the salary point of the substantive post that he or she is filling. The four year period will commence from the beginning of the financial year following his/her transfer to

the new school. (It should be noted that under the Pay and Conditions Act redeployed teachers have their salary protected whilst they are in the employ of the authority, but if they accept a new substantive post in the authority this protection ceases).

NOTE: This protection also applied to APT & C staff insofar as grading is concerned.

1.7 SPECIAL SCHOOL PLACE WEIGHTING

This factor applies to special schools only and reflects the special provision which that particular school makes for the special needs of its pupils which are in addition to the needs of mainstream pupils of a similar age. It is based on a cash value per weighted school place. The number of places per school and the weightings are:-

School	Places	Weightings
Grove Park	90	16.46
Hay Lane	120	17.92
Manor	135	15.17
Woodfield	100	11.34
Vernon House	50	13.92

The unit value for 2003/04 is £662.05

The special school and unit weightings will be subject to a review in 2003/04 and £75,000 has been retained in the unallocated ISB to be allocated across those schools with increased weightings as a result of the review, the allocation to be pro rata to the increases if they sum to greater than £75,000.

1.8 SPECIAL UNITS ATTACHED TO MAINSTREAM SCHOOLS

There will be resources allocated to the six special units attached to mainstream schools and three attached to special schools based on unit place weightings as follows:-

School	Places	Weightings
Kingsbury Green	16	13.30
Kingsbury High	24	12.60
Kensal Rise	20	13.60
Mora	6	25.00
Preston Manor	12	12.50

The 2003/04 unit value is £662.05

The special school and unit weightings will be subject to a review in 2003/04 and £75,000 has been retained in the unallocated ISB to be allocated across those schools with increased weightings as a result of the review, the allocation to be pro rata to the increases if they sum to greater than £75,000.

1.9 PROTECTION AGAINST YEAR ON YEAR BUDGET LOSS

That no school's Budget Share (excluding stated SEN allocations, Special Units and NNDR) should reduce by more than 3% year on year in cash terms.

1.10 SCHOOL MEALS

Schools receive an allocation based on the number of pupils entitled to free school meals registered with the LEA by the end of February 2003. This allocation relates to the free meals supplied under their school meals contract. The cost of paid meals should be covered by the price of the meal.

1.11 LUMP SUM

Schools will be allocated a lump sum to reflect the need to provide a basic non-curriculum staffing support for every school (head, non-teaching deputy time, secretary/bursar, welfare officer and site supervisor). The lump sum varies according to the group size of the school:

	£
Special Schools	71,035
Group 2	147,710
Group 3	175,706
Group 4	204,448
Group 5	258,659
Group 6	314,667
Group 7	338,962
Group 8	411,121

1.12 SIXTH FORMS

Schools with sixth forms will receive funding in accordance with the Learning and Skills Council (LSC) funding formula.

1.13 OTHER ATTACHED UNITS

An Outdoor Education Centre is attached to Roe Green Junior School. Funding is at £14,000 for 2003/04.

2. LONG TERM SICKNESS INSURANCE

The LEA runs a long term sickness insurance fund. If a school wishes, it can pay the LEA an 'insurance premium' towards long term sickness, which will operate in the following way:

Long term cover for full time and part time (excluding SMSAs) staff absences (more than 15 consecutive working days) would, on payment of the insurance premium mentioned above, be met by the LEA. This does **not** cover vacancies. Where a Head Teacher has long term sickness the Borough will meet the difference between the Deputy's acting up salary and his/her substantive salary in addition to one supply teacher paid on the standard scale. Where the staff who are off sick go onto half pay (or no pay) the cover provided by the LEA will be reduced proportionately.

3. DEVOLVED RESPONSIBILITIES

The resources allocated by the formula are to cover all aspects of the day to day running of the school (and associated buildings, e.g. caretaker's house and canteens) and include the following areas.

- (1) All staffing at the school except those areas covered by the central supply cover (e.g. maternity and Trade Union cover) (see below).
- (2) All minor and major repair, maintenance and construction work relating to all school buildings (including caretaker's houses and canteens) except where the Authority has agreed to include the work in its capital programme.
- (3) All running costs of all the premises including energy (heating, lighting, etc.) water, rates and insurance.
- (4) All costs relating to the delivery of curriculum related activities and the administration of the school.

4. OTHER SCHOOL FUNDING

(a) Unallocated ISB Funding

- (1) New nursery classes approved by the Council will receive funding for their additional pupils from the date of opening the new class.
- (2) Schools receiving pupils transferring from closing schools will be funded in full from the date of closure, except for Upper Junior and new Nursery classes. A closing school is defined for the purposes of this scheme as one in respect of which a formal submission for closure has been received by the Secretary of State.
- (3) Errors in Budget Share calculation which do not result from incorrect data produced by the school will be funded from the Contingency.
- (4) In respect of permanently excluded pupils, where, during the course of a financial year, a school admits a pupil who has been permanently excluded in that year from a school maintained by the Authority or a school maintained by any other local authority, or a grant-maintained or grant-maintained special school, the authority will allocate to that school an amount for the rest of that financial year required by Regulations made under section 494 of the Education Act 1996 and section 47 of the School Standards and Framework Act 1998.
- (5) Payment will be made to fund increases in whole forms of entry in-year as a result of the strategic planning decision to increase school places. The allocation will be based on the pupil driven funding pro rata to the increase in pupils for the appropriate proportion of the year. This will occur only rarely, and will only benefit a school where extra classes are created due to a basic needs case.
- (6) Payment will be made to cover the net cost to a school of any changes in stated pupils (number or value) in-year over and

above the original allocation included in the Section 52 (Estimate) Statement.

- (7) Payment will be made to fund in-year increases in pupil numbers in schools which receive pupils from the five major housing estates (Chalkhill, Stonebridge, Church End and Roundwood, St Raphaels and South Kilburn) where there are increases in pupils in year as a result of families being transferred back into the estate following previous decanting for regeneration of the estate. Funding will be based on the age weighted pupil value pro rata from the date of entry to the school to 31st March 2004 or the date they leave, whichever is the earlier. Pupils will be identified to the estate by post code)

(b) **Excluded Pupils**

Where, during the course of a financial year, a pupil is permanently excluded from a school covered by the scheme, that school's Budget Share for that year will be reduced by an amount required by Regulations made by the Secretary of State under section 494 of the Education Act 1996 and section 47 of the School Standards and Framework Act 1998.

(c) **Supply Cover**

- (i) Schools receive an allocation in respect of maternity cover for all staff. A cash allocation is made per person on maternity leave based on the condition of service under which the staff were appointed. Payment is made for part-time permanent staff pro rata to hours worked (Excluding SMSAs)

Staff on old conditions of service (Pre 1992 appointments)

Teachers	£11,400
Non-Teachers	£7,800

Staff on new conditions of service (1992 appointments and after)

Teachers	£3,600
Non-Teachers	£2,700

(NOTE: Where staff have signed 'Option C' (they will not return to work), this is considered as a resignation and no maternity cover payment is made. Where staff have chosen 'Option B' (they may return to work), the maternity cover allocation is made after the person has returned from maternity leave).

- (ii) Funding is allocated to provide for the release of teachers' senior association officials in accordance with current Council policy.
- (iii) Cover for civic duties, i.e. Justice of the Peace and Jury Service is funded centrally.
- (iv) Where a member of staff in a school (other than supply staff) is suspended pending criminal proceedings, the school will receive a

payment to cover the cost of supply cover for that person. This is because the speed of the process rests with the courts and not the school and the cover will only apply until after the court case has been completed.

(d) **Rising Rolls Contingency**

Payment will be made to schools for in-year increases in roll at the third Thursday in September (apart from nursery pupils where the count day will be the first Thursday in October). Payment will be based on 7/12ths of the pupil-weighted value for that age group in the main formula and excludes 6th form pupils. In order to trigger funding, the increase in pupil numbers in any one age group must exceed the following trigger number:

Under Fives	9 pupils
Infants	9 pupils
Juniors	10 pupils
Secondary	10 pupils

Funding will be allocated when pupil numbers rise above the trigger point in a year group, but only if the total number of pupils in the school has increased by more than the number of pupils claimed through the trigger mechanism.

The overall size of the contingency is capped at £500,000. If the demand on the contingency exceeds this figure, each school's allocation will be scaled down pro rata to keep within this total.

5. PUPILS AGED FOUR

Schools will continue to be funded for 4 year old pupils in accordance with the weighted pupil value designated under the scheme.

6. CARRY FORWARD BALANCES

Schools will be entitled to carry forward without restriction the whole of any underspend of their Budget Share from one year to the next. Any sums due to a school as a result of this will be paid as soon as the Section 52 (out turn) Statement for the year has been issued (normally by the middle of June following the end of the financial year).

7. EXTERNAL CONTRACTS

Payments to contractors (e.g. building cleaning, grounds maintenance and school meals) are the responsibility of the school and are to be met from the Budget Share.

8. FUNDING OUTSIDE THE FORMULA

There will be further items of devolved funding outside the funding formula. These are:

8.1 **Pupil Retention Grant Factor**

£100,000 is being retained within the provision for Behaviour Support to fund excluded pupils in the relevant categories covered by the Pupil Retention Grant factor who are accepted by secondary schools in-year.

8.2 **Special School Welfare Assistants back-pay**

A one-off provision of £100,000 has been made in 2003/04 to make an allocation to Special Schools in relation to back-pay for Welfare Assistants which became due in 2002/03 as a result of a special allowance not being increased over a number of years. The £100,000 will be allocated across the special schools pro rata to the level of back-pay payment made by each school in relation to staff in post on 1st April 2001.

FORMULA ALLOCATION 03/04