



Brent

SCHOOLS FORUM

Queens Park Community School

Wednesday 21st October 2015 18:00 – 20:00

(Refreshments from 17:30)

AGENDA

NO.	ITEM.	OFFICER	TIME
	Introductions (if appropriate)		
	Apologies for Absence and Membership		18:00
1	Declarations of Interests		18:05
2	Minutes of Previous Meeting – 16 September 2015		18:10
3	Benchmarking of End to End Process on School Admissions Applications	Carmen Coffey	18:15
4	Update on the implementation of the Early Years Pupil Premium	Sue Gates	18:30
5	Schools Causing Concern Budget 2016-17 Funding	John Galligan	18:50
6	The Learning Zone at Wembley Stadium	John Galligan	19:05
7	Schools Funding Formula 2016/17 – Provisional	Norwena Thomas	19:20
8	De-Delegations 2016/17 – Maternity, Licenses, Trade Union Facilities Funding	Norwena Thomas	19:35
9	AOB		19:50

Dates of Future Meetings

Wednesday 2nd December 2015
 Wednesday 13th January 2016 (TBC)
 Wednesday 24th February 2016

Venue

The Village School
 Queens Park Community School
 The Village School

BRENT SCHOOLS FORUM

**Minutes of the Schools Forum held on
Wednesday 16 September 2015 at The Village School**

Attended by Members of the Forum:

Governors: Mike Heiser (MH)
Helga Gladbaum (HG)
Sue Knowler (SK)
Christine Starkl (CS)

Head Teachers: Rose Ashton (RA)
Lesley Benson (LB)
Martine Clark (MC)
Sylvie Libson (SL)
Melissa Loosemore (ML)
Andy Prindiville (AP)
Troy Sharpe (TS)

PRU: Terry Hoad (TH)

PVI Sector:

Trade Unions: Lesley Gouldbourne (LG)

14-19 Partnership:

Lead Member (C&YP): Cllr Ruth Moher (RM)

Officers: John Galligan (JG)
Cate Duffy (CD)
Norwena Thomas (NT)
Devbai Patel (DP)
Carmen Coffey (CC)
Angela Chiswell (AC)

ITEM DISCUSSION**i. Introductions**

There were a few new members due to recent elections, therefore introductions were made by everyone.

ii. Appointment of Chair and Vice Chair

NT opened the Forum. She said that following re-elections MH has been re-elected for Chair, and SL was re-elected to be the Vice-Chair.

The Forum commenced at 18:15. MH thanked DP for circulating guidance including links to the DfE's website, in particular the Schools Forum Operational Guide. He said there will be some abbreviations and jargon so if new members did not know what they were, they should feel free to ask. The Forum would be made jargon free as much as possible.

iii. Apologies for Absence

Gill Bal
Kay Charles
Rabbi Yitzchak Freeman
Desi Lodge Patch
Herman Martyn
Titilola McDowell
Narinder Nathan
Minesh Patel
Umesh Raichada
Paul Russell (retrospectively)
Gail Tolley

iv. Absences

Marc Jordan

1 Declarations of Interests

None

2 Minutes of the meeting held on 16th September 2015 and Matters Arising**2.1 Accuracy**

2.1.1 Paragraph 5.10 a, b and c should say that these recommendations were agreed unanimously instead of indicating there were no objections and abstains.

2.1.2 LB said she said a lot more than what was stated in paragraph 5.6 but felt that it wasn't all recorded. She couldn't remember what was said, but wanted it noted that more was said.

2.1.3 The above amendments were noted and the minutes were approved as an accurate record.

2.2 Matters Arising

2.2.1 Update on VAT as to why the VA schools are not exempted from paying VAT on the governors' liability of capital funding and Academies are exempted – NT said that a letter was written to and she understood that a follow up letter was sent. AP thought that the law had changed recently. His school was able to make a retrospective VAT claim of about £170k. NT stated that she was not aware of any changes to the law with regards to the VAT claims. TS suggested speaking to Inigo Woolf . This was to be followed up.

2.2.2 School Meals budget – officers to find out from other authorities if their schools have funding issue for meals that have to be prepared and for kosher meals – NT said that a letter was sent out before Sara Williams left but was to be followed up.

2.2.3 Benchmarking of End to End process and cost per pupil in processing admissions application - CC apologised that this wasn't complete but will bring it to the October Forum.

2.2.4 Review of impact of funding a full-time post to manage Early Years Pupil Premium Grant (EYPPG) – This report is on the Forward Plan for October's Forum. LB said that she is still waiting for money. The process has still not been established. Children have left and schools are still chasing payment. CD said that she will take this back to check and will provide a response in the meantime.

2.2.5 SL asked if there was a person in post as there didn't appear to be much progress and no contacts have been made with the schools. CC replied saying that there has been change since the post was approved by Schools Forum. The person has started and is currently dealing with applications coming in. The difference is that the eligibility checks are done with her team.

2.2.6 School Expansions - review amount per pupil - this was raised at the last meeting by Matthew Lantos to review the hourly rates for expanding schools. The schools that expand receive £3,300 or £3,600 if they are in an annexe. Matthew felt that this was low compared with the amount paid for pupils as calculated through the funding formula. CD apologised that there was no progress in this as she was new and wasn't present at the last Forum. She asked if a paper was required to be brought to Schools Forum. LB said that the officers need to communicate in order for the reports to be prepared when needed and presented to the Schools Forum.

3 Free School Meal Eligibility 2016-17

This report was for approval by the maintained primary and secondary schools.

3.1 CC presented this report. The de-delegation amount requested was £27,750. This amount covers staffing costs, application forms, web pages, on-line applications, liaising with DFE and DWP, updating information and advising schools of eligible pupils/families. Sometimes eligibility can be a contentious issue and the council deals with a high number of queries and applications where families are not eligible for free meals. Staff use the parents NI number to check eligibility with the DWP. Although parents are not required to re-apply each year, eligibility tests are undertaken at least annually. CC highlighted that there was an error in the report under paragraph 4.8 where it stated '*...a cost of processing eligibility for free school meals in Brent as £1.00 per application if based on the number of pupils in Brent School*'. This should have stated that '*...the total cost is £1 per pupil in maintained schools in Brent*'.

3.2 The report requests a continuation of the de-delegation arrangements. SL highlighted that there is a huge issue in schools in the lower primary schools due to pupils being offered free school meals. One of her schools is losing £50k this year compared to last year.

3.3 TS said that whether or not this was allowed, at his school they are telling parents that the pupils will not be given meals if they do not

complete the FSM application form. The general consensus of the Forum was that this was not allowed and should not be done.

- 3.4 LB asked about the recent communication regarding the LGFL alternative to checking. CC replied that the LGFL allows parents to check if they are eligible, rather than the school checking. The communication was to promote the new system available. The LGFL system will then send Brent an email, and the council will carry out the normal checks. CC said that there is a School Admissions meeting on 12th November and FSM and the EYPP will be on the agenda of this meeting.
- 3.5 RA asked if parents go to Civic Centre and CC replied that they did not have to. The council continues to receive forms in a number of formats, including via the post, hand-delivered or sent through the school bags.
- 3.6 TS suggested learning from other boroughs like Islington for which It works. CD stated that Islington has a very different set up as they offer schools meals to all schools.
- 3.7 LG said she supports de-delegation. The service schools get from CC and her is team is very good. SK agreed and added that not many people would want to do the job the team was doing.
- 3.8 Both primary and secondary maintained schools were invited to vote on the de-delegation of Free School Meals eligibility assessments:
- Primary - agreed by all 6 representatives.
 - Secondary - agreed by 1 representative (there is only 1 representation).
- 3.9 It was asked if the academies pay for this service and was confirmed that they are not currently charged but this was to be looked into.

4 The Gordon Brown Outdoor Education Centre

This report was for approval by all members

- 4.1 AC presented this report. This report requested £60k to continue supporting the sustainability of the centre as a residential outdoor activity centre for Brent children. In 2014-15 revenue generated from Activity days and other non residential activities increased by 23%. 1,705 children stayed on residential visits and a further 2,969 took part in activity days. Brent schools receive subsidised prices and

priority booking over other schools. The staff work increasingly hard to keep the centre going, and the centre is working at 94% of the maximum capacity.

- 4.2 AC added that since the last report, there had been a number of improvements to the centre, including a new high ropes course, a fox-proof area, and a new climbing wall. In addition corporate volunteers have contributed to improving the facilities at the centre. The centre has also recently had additional capital funding of £500k approved by Cabinet to replace the Shrubbery dormitory. This will make the centre sustainable with more flexible accommodation that will help to prevent under-occupancy e.g. owing to male/female ratios in visiting groups. The replacement for the Shrubbery should also result in lower maintenance and utility costs and will increase the capacity to house children from the current maximum of 26 to 40. Recently schools have expanded and in some cases have found that they are too big to attend the centre. The increased capacity will now be able to accommodate larger schools.
- 4.3 SL said that it is a fantastic resource centre used by children across the borough.
- 4.4 MH invited all members to vote and this was agreed unanimously.

5 Duke of Edinburgh's Award Programme in Brent Schools

This report was for approval by all Members

- 5.1 AC presented this report. The report requests funding from DSG for transition support from January to March 2016 to support schools to move to a position whereby each holds their own DofE Operating Licences from 1 April 2016 and in 2016-17 only, to pay for the Duke of Edinburgh's Award (DofE) license on behalf of participating schools. Three options were presented.
- 5.2 The DofE Award Programme is delivered nationally under licence with the council currently holding the license for all participating Brent schools plus the Open Award Centre. Council staff meet with schools and provide quality assurance for the programme. As part of significant cuts to council services, the Youth Service is being affected and it will not be sustainable within Brent to run the programme under the current model within the remaining current budget. Subject to Cabinet decision in October, the Council's Open Award Centre will close from 1 April 2016. The net operating cost of the Open Award Centre is £63k with an additional £39k of income generated from schools and young people that take part. The service currently has 10 employees totalling 2.09 FTE.

- 5.3 AP said it was a great shame not to continue with the current operating programme but was not convinced that it would continue once passed on to schools to run under their own licences. TH asked if one year transition funding would be any help if the schools are unlikely to continue. AC replied and said that transition support had happened elsewhere and that where that was the case, schools had continued with the DofE programme.. LB asked why it was being offered to schools that weren't already part of the programme. AC said it was a good enrichment programme for schools and achieves good outcomes. AP added that this would be a once only offer to give non-participating schools an option to take up the programme.
- 5.4 RM asked why the DofE programme was done in some schools, and the Jack Petchey Award in others. AP said this was historical. LB asked if this would be top-sliced from 2016-17 DSG. Can it wait to compare against other services to fund the priority ones. CD said that once the votes were taken, there wasn't a way of going back, and any further proposals would have to be considered in that context.
- 5.5 AP said that it was a good programme and if all schools engaged, he felt that there would be a chance of continuing with it as had happened with the Connexions Service to schools. SK thought the money was irrelevant. Secondary schools have never voted against the Gordon Brown Outdoor Education Centre even though it is mainly primary schools that benefit, this would act like a sweetener to allow the secondary school to take this over. SK also suggested that if it s cheaper for Brent to hold the license then the Forum should consider continuing to pay the license.
- 5.6 MC suggested as an alternative that schools worked collaboratively to continue with the present operating model and asked if BSP could take this up. This was agreed as a good option to explore. AP suggested providing further information at the next Secondary Heads meeting, and AC was happy to attend with AP.
- 5.7 MH invited all members to vote to fund up a maximum of £24,000 to include an offer to all 15 Brent Secondary schools to comprise:
- Up to £19,050 for the cost of 2016/17 licences
 - Up to £4,950 for transition support from DofE London Region from January to March 2016 in preparation for schools taking on their own licences from 1 April 2016. This was agreed unanimously.

6 Updated Finance Policies: Schools Financial Regulations and Scheme for Financing Schools

This report was for approval and consultation by maintained school members

- 6.1 NT presented this item. The report provides a revision to the Schools Financial Regulations and the Scheme for Financing Schools, both of which were approved last year. The changes are mainly around procurement due to the change in contract regulations, and there were a few discrepancies between the two reports which have been identified and corrected for these revisions. There have also been two changes to the national Scheme for Financing Schools, which NT expanded on, as detailed within the report.
- 6.2 SL raised concerns about a number of regulations that she did not agree with. One area of concern is that schools are required to submit a budget by 1st June and to fix it. She did not agree with this deadline because they are not aware of their actual Pupil Premium (PP) by then. This was received in July. NT explained that the statutory deadline for schools to submit their budgets is between 1st May to 30th June. Brent has historically set a date in the middle of this deadline as 1st June. Schools are expected to set their budgets based on the best known information at the time, using estimates where necessary. Fixing the budget on the system enables an audit trail of virements made, which should tie back to those approved by the Governing Body and all appropriate documentation. With regards to the grant information, pupil premium numbers are not released by the DfE until July. This was previously not known until October. Schools had been advised to make an estimate based on the pupil information known to them.
- 6.3 RA referred to Control of Assets where it states that Brent strongly suggests that schools record all items above £100. She said this was very low amount for schools. NT responded that this was in last year's Scheme for Financing Schools, and is being clarified in this guidance. LB asked that Brent strongly recommends some things and when Audit comes, would it be a problem. NT said there shouldn't be because the regulations state over £1000. RA asked if Audit will accept what is written in the guidance to which NT said Audit and other relevant departments have been consulted and therefore should not be a problem. MH said Audit should have a copy of the regulations with them when auditing.
- 6.4 CD suggested if setting up a Task Group would be a best way forward. This was agreed by Head teachers. CD said it would be helpful if Head teachers would meet to consider the Regulations and send reps to the Task Group who could present the issues of general concern.
- 6.5 SL raised concern over the regulations for income receipting and felt that schools are being asked to do too much and that it is not

possible to receipt all income. She felt that this is unmanageable e.g. cannot issue a receipt for every book sold to children. Some of these are less than a £1 and would create extra workload. RA stated that a stock control is used in her school, which clearly states what is sold and the cash is reconciled, rather than recording every single item sold by the school.

6.6 NT said that such areas can be looked at by the suggested Task Group, but cautioned that there are some areas that would not be up for negotiation as Brent must follow national regulations. There are however some areas which are open for interpretation and can therefore be reviewed.

6.7 SL suggested that the BSP could nominate Head Teachers representing all sectors. SL was asked to circulate her comments for Task Group to review.

6.8 LB wanted to know the time frame for the regulations to come back to Schools Forum. CD said we can aim for December 2015, though this could not be confirmed for sure as we do not yet know how much work, and therefore how long this will take.

6.9 An error was identified in Appendix B – Schools Financial Regulations, paragraph B.6.4. It states that 'For schools that are in deficit, budget monitoring reports shall be submitted to the Schools Finance Team termly'. This should be monthly. NT clarified that from 2015-16 schools are required to submit budget monitoring reports quarterly and schools in deficit are required to submit them monthly. This was to be corrected before publishing the Schools Financial Regulations.

6.10 AP said that he was not aware of the changes in relation to the publishing of the Register of Business Interests. He asked if officers could send out an email to all schools. JG said that this was included in the last Governors newsletter and will also be included in the next Head Teacher's bulletin. CD added that a graduate will start with C&YP soon and one of the tasks will be to review schools' websites for compliance with regard to all the statutory information that should be published.

6.11 Recommendations:

6.11.1 The Schools Forum was requested to approve the changes to the **Scheme for Financing Schools 2015-16**.

a. This was approved.

6.11.2 The Schools Forum was formally consulted on **Schools Financial Regulations 2015-16**.

b. It was agreed that a Task Group would be set up to review this. This was also to be referred to the BSP to nominate Head



teachers from all sectors to be represented. It was recommended that all Head Teachers should read the Schools Financial Regulations 2015-16 and provide a feedback to the Task Group. Once this was finalised by the Task Group, it should be brought back to the Schools Forum for consultation. This is anticipated to be in December 2015.

7 AOB

7.1 None

8 The Forum ended at 7.55pm

DRAFT

ACTION LOG

Item No	Action	Due	Owner
1	Update on VAT – why the VA schools are not exempted from paying VAT on the governors' liability of capital funding and Academies are exempted. If this has been followed up as no reply was received to the original query.	Oct 15	CD
2	Update on additional School Meals funding for pureed and kosher meals – If this has been followed up as no reply was received to the original query.	Oct 15	CD
3	Benchmarking of End to End process and cost per pupil in processing admissions application. This will be brought to September Forum.	Oct 15	CC
4	Review of impact of funding a full-time post to manage Early Years Pupil Premium Grant. Update on EY PPG payments.	Oct 15	SG
5	Clarification of query regarding hourly rate for expanding schools	Oct 15	CC
6	Set up a Task Group to review Schools Financial Regulations 2015-16.	Dec 15	NT
7	SL to circulate her comments made on Schools Financial Regulations 2015-16.	Oct 15	SL



SCHOOLS FORUM

21 October 2015

Report from the Strategic Director of Children
and Young People

For Information/Decision

4. Update on the implementation of the Early Years Pupil Premium

1.0 INTRODUCTIONS

- 1.1 In April 2015, £50 million was allocated across the country for 2015-16 to extend the pupil premium into the early years. The EYPP allocation for Brent for the financial year 2015-16 is £384,123 based on an estimate of 1,334 eligible children. This is paid at the rate of 53p per hour per child
- 1.2 The aim of this paper is to provide an update on the implementation of the Early Years Pupil Premium in Brent as requested by Schools Forum, to report back on take up on this entitlement across the schools and PVI sectors in the first term and to request a six month extension to the contract of the temporary officer recruited to administer the entitlement.

2.0 RECOMMENDATIONS

- 2.1 The Schools Forum is requested to:
- a. Approve the extension of the contract for the EYPP processing assistant for a further 6 months from February 2016 to August 2016 to enable further support to PVI providers and schools until the EYPP is embedded in settings. The cost of this post for a twelve month period will be £35k.

Voting is open to all Schools Forum members.

3.0 BACKGROUND

- 3.1 The objective of the Early Years Pupil Premium (EYPP) is to provide nurseries, schools and other providers with additional support for disadvantaged three and four year olds.
- 3.2 Three and four year olds are eligible for the EYPP if they are accessing the early education entitlement and if they meet the following eligibility criteria:

They are in a low income family. Their parents are in receipt of one or more of the following benefits:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided they are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on –paid for 4 weeks after they stop qualifying for Working Tax Credit

Or they have been:

- looked after by the local authority for at least one day
- have been adopted from care
- have left care through special guardianship; or
- are children subject to a child arrangement order

4.0 DETAIL

Update for period 1 March 2015 – 31 August 2015

4.1 Staffing

4.1.1 Permission to recruit a full time post holder to deal with the administration of this funding, particularly around eligibility checking of children and processing of payments was given by the Schools Forum 25 February 2015. Key duties would include:

- (i) Eligibility checking for each child. This is to take place twice, the first time upon application for the premium and once later in the year.
- (ii) Administration and processing of each EYPP payment
- (iii) Liaison with providers re applications and payments
- (iv) Liaison with parents re applications in the system
- (v) Liaison with the LAC teams for LAC children receiving the EYPP
- (vi) Promote the EYPP to schools and PVI providers, including providing training and support where required
- (vii) Being main point of contact for all enquiries relating to the EYPP

4.1.2 As per the council's Managing Change Policy, there is a requirement to make available all vacancies to staff on the redeployment pool before the vacancies are advertised internally and then externally. This process was followed with this post and an EYPP processing assistant was appointed and started with the team in June 2015. This post holder is based within the Central Early Years team (part of Early Years and Family Support Service) but has worked closely with the School Admissions team to process EYPP claims from schools.

4.1.3 Her work through the summer, as well as processing claims, has involved reviewing the process to date, identifying where further clarification or

training on the EYPP was required for providers and ensuring this was carried out.

4.2 Promotion of the EYPP

- 4.2.1 The EYQI manager attended the DfE launch event for EYPP in early 2015. Work on promoting the EYPP started with the Brent Early Years Conference in February 2015 (attended by Cllr Ruth Moher and Gail Tolley) and was referenced in Councillor Southwood's (Chair) Use of Pupil Premium Grant in Brent Scrutiny Task Group Report (April 15). The Education Commission Action Plan now includes recommendations from the aforementioned Task Group regarding EYPP.
- 4.2.2 Brent has provided one of 13 national case studies regarding the effective closing of the gap in the Early Years (attached as Appendix A).
- 4.2.3 Providers were initially made aware of the EYPP through our termly provider and childminder meetings and in March, a number of EYPP briefing sessions were planned and delivered by the Early Years Quality Improvement team. The following were considered:
- Why EYPP – the gap
 - Who is gate keeper re use of EYPP – Ofsted
 - How to best use EYPP (according to national launch materials)
 - How to use data effectively
 - How the Central Team would promote and administer
- 4.2.4 Through the summer the debriefs regarding the new Ofsted Common Inspection Framework included the impact of EYPP in the exploration of what constitutes effective Leadership and Management.
- 4.2.5 The Autumn Term visits of the EYQI team, include a review of leaders' planned EYPP spend and the intended impact on outcomes.
- 4.2.6 Information on the EYPP was made available to all schools who attended the Primary School Admissions meeting about EYPP on 17 June 2015. A school circular was created on the schools extranet on 26 June 2015 setting out information on eligibility criteria and the process for claiming for schools.
- 4.2.7 EYPP posters were sent out in July 2015 to all schools, children's centres and PVI providers for display in their settings.
- 4.2.8 A training session for schools scheduled for July by the Schools Finance Team focussing on EYPP processes was cancelled due to lack of interest.
- 4.2.9 More generally, information on the EYPP is available on the Brent Council website and FAQ documents have been prepared for both parents and providers and is available through our web pages.

4.3 Administration

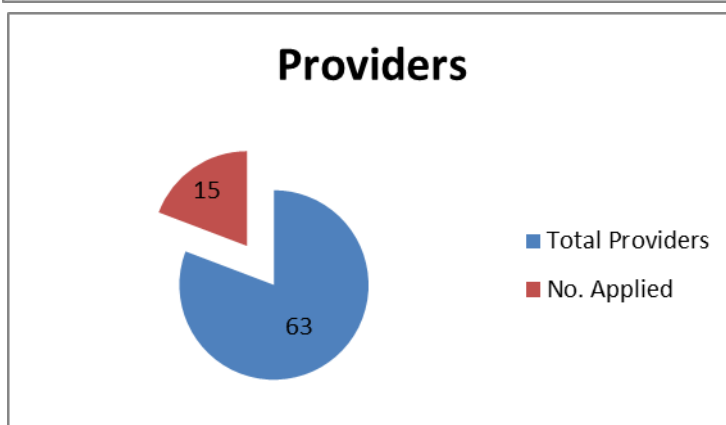
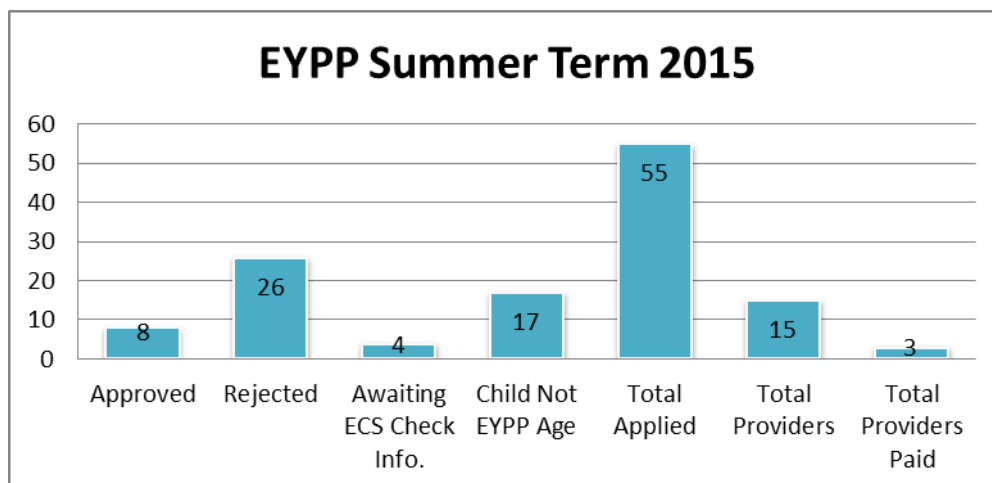
4.3.1 At the moment, processes for claiming the EYPP vary for schools and for PVI providers:

- Schools gather application forms from families and send to the Schools Admissions Service, where these are processed by the EYPP processing assistant and payments will be made at the end of the term.
- PVI providers are able to submit their claims alongside their NEG claims through the Tribal provider portal. Payments for these are made half way through the term.

4.3.2 It is the intention to have the same process for both schools and PVI providers through the Tribal provider portal and preparations for this have already started. Training sessions will be arranged for the spring term with the aim of launching a new schools process in April 2016.

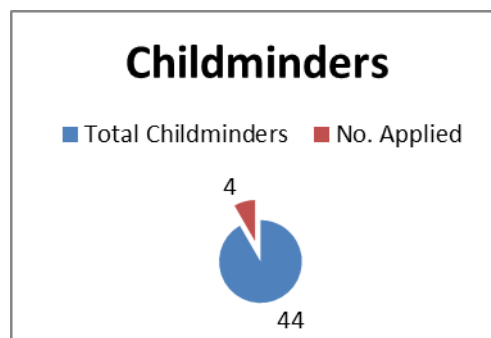
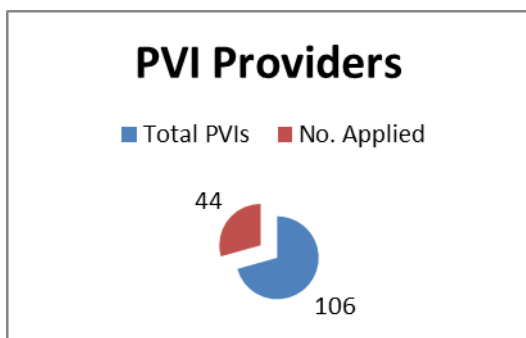
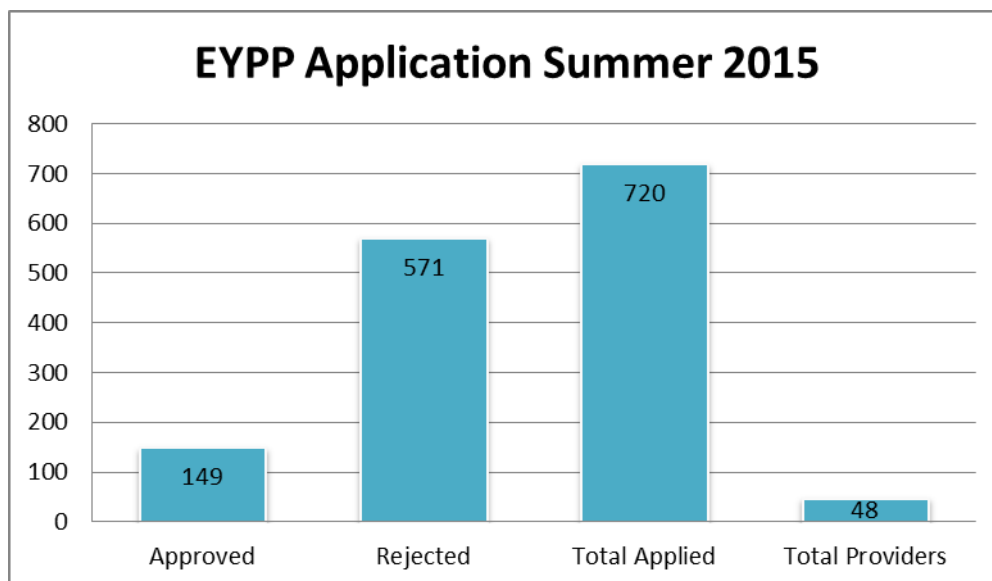
4.4 EYPP claims – Summer term 2015

4.4.1 Schools



15 out of 63 schools applied for EYPP funding this term but following eligibility checks, only 3 schools have had applications approved. A total of £890.40 was paid across the three schools for EYPP claims.

4.4.2 PVI providers (including childminders)



4.4.3 A total of 48 PVI providers submitted applications for the EYPP, 5 of which were childminders. 39 of these providers had applications approved for 149 children and a total of £16,523.28 was paid out this term.

4.4.4 Key issues arising across schools and PVI providers included a number of applications missing information or with incorrect NI numbers and a lack of clarity around eligibility criteria leading to the majority of applications being not eligible across both sectors. Some providers have asked all parents to complete forms rather than just those who might be eligible and this led to significant numbers of applications having to be processed for families who were not eligible. The EYPP processing assistant has already contacted all providers who submitted claims and a further 20 who did not submit. All have been offered support and further training. This exercise will be carried out with schools as well through the Autumn term.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The EYPP allocation for Brent for the financial year 2015-16 is £384,123 based on an estimate of 1,334 eligible children. This is paid at the rate of 53p per hour per child.

Spend to date (April 2015 – August 2015) of EYPP allocation for 2015-16:

Summer term headcount:	£17,302.38
Balance remaining:	£367,711.02

Spend to date on staffing (including on costs):

EYPP processing assistant:	£8,417.73
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6.0 STAFFING IMPLICATIONS

- 6.1 Staffing implications would be as set out above in that there will remain a requirement beyond the six months already approved by Schools Forum for at least one staff member to not only administer the entitlement, but to continue to promote this to schools and PVI childcare providers as take up remains low.

7.0 DIVERSITY IMPLICATIONS

- 7.1 The proposals in this report have no diversity implications.

8.0 LEGAL IMPLICATIONS

- 8.1 The proposals in this report have no legal implications.

9.0 APPENDICES

- A. Brent EYPP case study
- B. Early Years Pupil Premium (EYPP) Provider FAQ's

CONTACT OFFICERS

Sue Gates, Head of Early Years & Family Support	0208 937 2710
Cate Duffy, Operational Director, Early Help & Education	0208 937 3510

Appendix A – Brent EYPP case study

EYPP – Call for Evidence, Early Years Pupil Premium Case Study 4

What?	Working with Families in Brent
Why?	All settings in the partnership identified large numbers of children with low levels of attainment on entry, particularly around communication and language. There was a clear focus on early identification of children's needs.
Where and when?	Partnership of two nursery schools, three Children's Centres and two daycare provisions, with one executive Headteacher, in Brent, London. Targeted input has been ongoing from Summer 2011.
Who?	The settings have large numbers of families new to the education system and the UK and families in most need of support are identified and targeted through the Children Centres.
How?	<p>All the provisions identified best practice to support communication and language – with particular reference to:</p> <ul style="list-style-type: none"> • Core texts • Book language • Home learning <p>The approach involving families began with the initial Home Visit, where home learning was discussed.</p> <p>Every week, a key text (book) is shared with children, and a 'scrapbook' sent home, with clear prompts for families around the targeted text. The books were returned on Mondays and shared in Key Person group times. These sessions were followed up with parent workshops.</p> <p>Practitioners were clear in workshops and discussions with parents to share 'what children are doing now' and age related expectations, with a specific focus e.g. Progression in Writing. This lead to Home Learning which was transparent to all – with clear, practical, 'doable' tasks.</p> <p>CPD for all practitioners focused on targeted areas ensuring the development of best practice in settings alongside support for families.</p>
The Evidence of Impact	<p>2013-2014 attainment data shows added value, for example:</p> <ul style="list-style-type: none"> • 21% boys on entry working at Age Related Expectations (ARE) in writing, with 71% working at ARE on exit, after one academic year. • 19% boys on entry at ARE for reading, with 60% at ARE on exit • Children on FSM outperforming non FSM children: ARE for FSM 80% for reading and 79% for speaking and ARE for non FSM children 58% for reading and 48% for speaking. • Summer born children performing well: on entry ARE for reading 8%, on exit 75%

Appendix B – Early Years Pupil Premium (EYPP) Provider FAQ's

I am from a school – what is the process for claiming EYPP funding?

Step 1

The school is to promote the EYPP to parents / carers and encourage those who they believe will be eligible to fill in the EYPP application form.

Step 2

Parent/Carer fills in application form and returns to the school.

(Please note that all fields must be completed as the information requested is essential for us to carry out the eligibility check)

Step 3

The school checks the form to ensure all relevant information has been included, then forwards the parent/carer application forms to the Schools Admissions Team at Brent Council.

Step 4

Eligibility checks will be carried out using the DfE Electronic Checking Service. A letter will then be sent to schools letting them know which children have been found eligible for EYPP funding for that term.

Children will be eligible if they are 3 or 4 years old and receiving government-funded early education in any provider, and their parents are in receipt of 1 or more of the following benefits, which are the benefits used to access eligibility for free school meals:

- Income Support
- income-based Jobseekers Allowance
- income-related Employment and Support Allowance
- support under part 6 of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided they're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after they stop qualifying for Working Tax Credit
- Universal Credit

Or if they have been:

- looked after by the local authority for at least 1 day
- have been adopted from care
- have left care through special guardianship
- subject to a child arrangement order setting out with whom the child is to live (formerly known as residence orders)

Step 5

Payments will be made to the schools at the end of each term.

Why is personal information of the parent/carer needed?

We understand that many parents may feel uncomfortable about giving such details to PVIs or schools. The information that is on the parent/carer application form is needed for Brent Council to run the eligibility check. It is

important that childcare providers emphasise this to parents/carers. If the date of birth or national insurance number is missing, the check cannot be done and this will result in a delay in processing and payment. Forms not completed, and missing details such as the full name of the parent in receipt of benefits, NI number, date of birth and the school attended cannot be processed as this information is essential.

Where can I find more information about EYPP funding?

For general information on the EYPP <https://www.gov.uk/search?q=eypp>

For OFSTED information on EYPP:

<https://www.gov.uk/government/organisations/ofsted>

For Brent Council information on the EYPP and the application form:

<https://www.brent.gov.uk/services-for-residents/children-and-family-support/early-years-pupil-premium/>

What can EYPP funding be used for?

EYPP is designed to support improved outcomes for eligible children. Any funding used from the grant should have a direct link to this aim. Settings should use their assessment and progress data to determine areas of need for eligible children and plan to use the funding to meet this need. For example funding can be used to introduce new learning activities and experiences to give children a broader variety of learning experiences and thereby increase the progress they are making. Funding may also be used to support the training needs of staff so that the quality of their delivery can be improved.

What should I do if parents are not willing to provide their National Insurance (NI) details?

It is important to explain to parents that all their personal information will be processed in accordance with the Data Protection Act.

NI details are **required** and will only be used to assess their eligibility for the EYPP funding and that neither the childcare provider nor Brent Council will receive/access information about the earnings of the individual(s).

I thought the child that I applied for would definitely get the funding but they didn't – Why is this?

Although parents' circumstance may appear to match the eligibility criteria for the funding, this unfortunately does not mean that they will automatically receive the funding. The eligibility will only be confirmed once their NI information has been processed by the DWP eligibility checking system.

How can I help parents understand how this funding will benefit their child?

It is important that when you introduce parents to this funding you also have a clear plan of how you intend to spend the funding. By doing this you will be able to directly show how the extra funding will benefit their child.

I have parents that are receiving NEG 3 & 4 funding. Why have they not been eligible for EYPP?

Even if parents are receiving NEG 3 & 4 funding, this does not mean that their child's school is automatically eligible to receive EYPP funding. NEG 3 & 4 funding can be accessed by all parents, it is not a means tested benefit. EYPP funding for schools is only available where parents meet the means tested eligibility criteria.

Many of the parents have English as their second language. Is it possible to get the parent information translated?

We are not able to produce printed copies of this information in different community languages due to cost implications but the council have now introduced a translation tool on the Brent Council website which can be used by residents to translate relevant pages.



SCHOOLS FORUM

25 February 2015

Report from the Strategic Director of Children
and Young People

For Decision

5: Review of the 2015-16 DSG funded Schools Causing Concern Budget and Request for 2016-17 Funding

1.0 SUMMARY/INTRODUCTION

- 1.1 This report provides details of the expenditure against this budget in 2014/15 allowing the Schools Forum to review and challenge the spending on services provided by the Council and funded through DSG.
- 1.2 The Schools Forum has decision-making powers on the budget covered in this report. At its meeting on the 10 December 2014 the Schools Forum approved the continued de-delegation of the Schools Causing Concern budget for 2015/16 and agreed to increase the 2015/16 budget to £250,000.

2.0 RECOMMENDATIONS

- 2.1 The Schools Forum is requested:
 - b) approve the continued de-delegation of the Schools Causing Concern budget for 2016/17.
 - c) agree a Schools Causing Concern budget of £250,000 for 2016/17.

Voting is open to Primary and Secondary Maintained School representatives separately.

3.0 BACKGROUND

- 3.1 The Schools Causing Concern budget is used to support all maintained schools including nursery and special schools which are underperforming or at risk of underperforming and do not have sufficient funds in their own budgets to cover the necessary additional expenditure to increase their capacity for improvement. The purpose of any activity funded through this budget should ultimately lead to sustainable improvements in outcomes achieved by children and young people at a faster rate than possible without such intervention.

3.2 The Local Authority, through the School Effectiveness Service, has a statutory duty to offer challenge and support for those schools failing to provide all children and young people with a good standard of education. The Strategic Framework for School Effectiveness in Brent (2014-2017) sets out how Brent will meet its statutory duty by providing support and additional funding through the Schools Causing Concern budget to schools unable to provide and sustain the required standards of education.

4.0 DETAIL

4.1 This report recognises that schools are responsible for their own improvement and must develop both their own capacity for improvement and, ultimately, their capacity to support others before they can be regarded as offering outstanding educational provision by Ofsted. The Strategic Framework for School Effectiveness whilst embracing this principle and its aim for all schools in Brent to be part of a school-led system for school effectiveness in order to secure ongoing improvements without necessitating support and intervention from the local authority, recognises that 14 per cent of Brent schools are still not judged good by Ofsted and that some good schools require support to maintain their Ofsted grading at the next inspection.

4.2 The Strategic Framework's local authority categorisation process is designed, in the case of schools categorised as 3 or 4, to anticipate underperformance and trigger support in the form of a Rapid Improvement Group (RIG) and access, where required, to the Schools Causing Concern budget to bring about rapid improvement in the quality of provision and pupils' progress and attainment. It should be noted that in the case of schools which have been identified as requiring an Interim Executive Board (IEB), the Board performs the functions of a RIG.

4.3 The Rapid Improvement Group (RIG) monitors the implementation and impact of the school improvement plan. The Headteacher, Chair of Governors or representative, a School Effectiveness Lead Professional and other school improvement professionals (as required) are expected to attend half-termly meetings of the RIG. The improvement plan is specifically tailored to the needs of the school to include support for leadership and management, teaching, learning, inclusion and governance. The plan includes the implementation of a support programme which is monitored and reviewed at each half termly meeting. The improvement plan could trigger external financial support funded by the Schools Causing Concern budget should the school's own budget not be able to support all elements of the plan.

4.4 In total, eleven RIG schools were supported in the financial year 2014/15. Two of these schools have received further funding in the current financial year. It will be noted that the projected spend against the 2015/16 budget combines both actual spend incurred to date and spending forecasts based on assessment of schools in difficulty. During the course of the autumn term detailed funding proposals agreed as part of the RIG planning cycle are being submitted for consideration and approval by the School Effectiveness Service. The Strategic School Effectiveness Partnership Board monitors the

progress of RIG schools and the use of the Schools Causing Concern budget.

- 4.5 At the outset of 2014/15 a total of 16 RIGs were operational. During the course of the year a further four RIGs were established. Of the 20 RIG schools operational during 2014/15 eleven were supported from the Schools Causing Concern budget. By the end of the 2014/15 academic year nine of the 2014/15 RIG schools had successfully completed their improvement, six of which were judged as good by Ofsted.
- 4.6 This financial year, to date, four schools have been supported from the Schools Causing Concern budget. The School Effectiveness Service projects that at least a further two schools will be supported during the year.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The table below shows how funding has been allocated and spent during the 2014/15 financial year and the forecast spend for 2015/16. It will be noted that the actual 2014/15 spend relating to Schools Causing Concern exceeded the de-delegated Schools Causing Concern budget by £93,719. The additional spend against this budget was met from within the School Effectiveness Service core budget allocation.

5.2

	Financial Year	
	2014/15 (Actual)	2015/16 (Projection)
Agreed Budget	184,000	250,000
Category of spend		
Additional advisory	78,009	30,000
Additional Finance/HR support	7,000	10,000
Direct payment to schools*	49,130	125,000
External review of governance	921	15,000
IEBs	63,895	15,000
School to school support	78,764	55,000
Total	277,719	250,000
Balance of budget	(93,719)	Nil

* To increase senior leadership capacity

6.0 STAFFING IMPLICATIONS

- 6.1 The proposals in this report have no staffing implications.

7.0 DIVERSITY IMPLICATIONS

- 7.1 The budget is used to ensure that all schools causing concern, those in an agreed LA category of 3b, and those requiring improvement have the capacity to secure fast rates of improvement to enable their pupils to realise their full potential. The budget therefore helps to ensure that all pupils have access to a good education in Brent

8.0 LEGAL IMPLICATIONS

- 8.1 Securing high quality education for all of Brent's children and young people is a statutory responsibility of the local authority.

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Brent

SCHOOLS FORUM

25 February 2015

Report from the Strategic Director of Children
and Young People

For Decision

6: Review of the Schools Budget: DSG Funded Services The Learning Zone at Wembley Stadium

1.0 SUMMARY/INTRODUCTION

- 1.1 The Wembley Learning Zone has been funded through the Dedicated Schools Grant since April 2011 and is managed by the Children and Young People's department.
- 1.2 This report updates the Schools Forum on the range of support and activities provided by the Learning Zone in 2014/15, and the Learning Zone's 2015/16 service objectives and support offer to Brent schools.

2.0 RECOMMENDATIONS

- 2.1 The Schools Forum is requested to:
 - a) approve the continued de-delegation of DSG to part fund the Wembley Learning Zone for 2016/17.
 - b) agree funding of £88,000, an increase from £81,000 in 2015/16.

Voting is open to all Members

3.0 BACKGROUND

- 3.1 The Learning Zone at Wembley Stadium was developed as a partnership between the local authority and Wembley Stadium, providing support to meet the needs of individual schools and their pupils. The wide range of programmes offered has been successful in supporting inclusion and enrichment in the curriculum using sport, entertainment and the unique environment provided by Wembley Stadium.
- 3.2 In addition to its term-time programme for schools, the Learning Zone provides opportunities for Brent children to participate in activities provided

during school holidays. As a consequence of its close partnership with the Football Association (FA), the Learning Zone also provides Brent children with opportunities to participate in national events as mascots and flag bearers.

4.0 DETAIL

4.1 During 2014/15, the Learning Zone provided both term time and additional activities for Brent children and young people as summarised below:

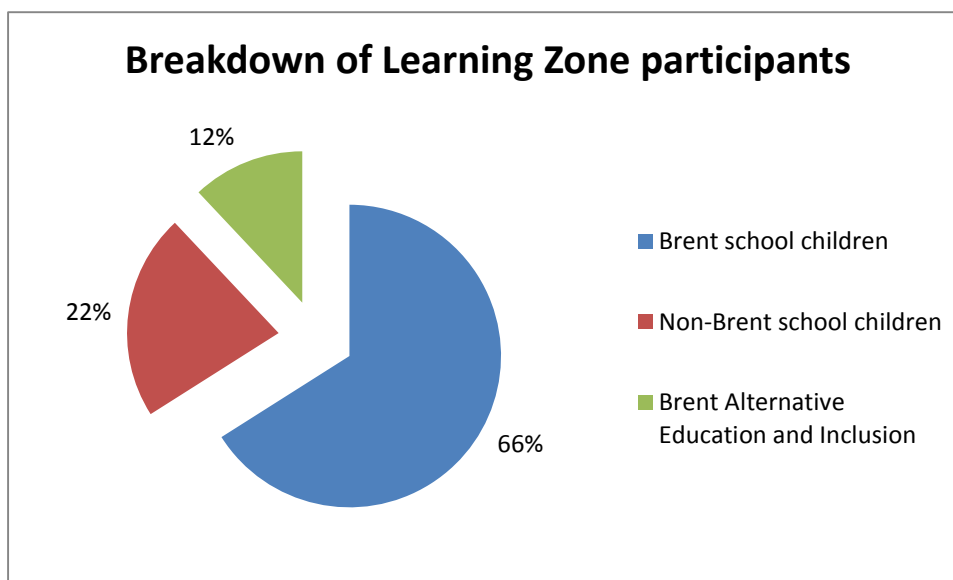
a. Term-time programmes:

- Support for literacy, numeracy and ICT, using a range of programmes, events and activities
- Enrichment, intervention and re-engagement programmes across the primary curriculum
- Bespoke courses, workshops and team days for Brent schools
- Lego mechanics, robotics and renewable energy workshops
- The FA's – Faith in Football Programme
- Research training for students.

b. Additional activities:

- Holiday schemes aimed at improving children's behaviour
- Mascot and flag bearer positions for major England and FA Cup games staged at Wembley Stadium
- A Hope to Dream - NFL sleepover: 90 places for Brent young people, with 90 new beds donated to local school children
- St. George's day event with Roy Hodgson (England Manager) and Gary Cahill
- Hosting inclusion events for specific groups e.g. LAC Youth Panel – a Chance to Ask; transition day for pupils with ASD; young carers group
- Excluded students' examination venue and celebration days for the reengagement of young people previously not in education, employment or training (NEET).
- Free and reduced price tickets for Brent schools to England matches and other events.
- Kickback scheme for the Women's FA cup final for ten schools
- Introduction to NFL football sessions.

4.2 The level of participation by Brent children in activities and school programmes organised through the Learning Zone increased significantly during 2014/15. The cumulative attendance (which records the number of children participating in Learning Zone activities) rose to 6,015 in 2014/15, a rise of 87% on the previous year. The following diagram shows the breakdown between Brent and non-Brent children. Non-Brent schools are charged the full cost for use of the Learning Zone.



4.3 The Learning Zone has a core programme of term time activities scheduled for the autumn, spring and summer terms. The 2015/16 programme for schools incorporates the key elements of the previous year's successful programmes.

4.4 The Learning Zone's service objectives for 2015/16 are as follows:

- Increase participation for inclusion and vulnerable groups.
- Increase the number of Brent primary and special schools using the service.
- Support the Brent Schools Partnership and the two teaching school alliances, by making the Learning Zone available for events targeted at Brent teachers and school leaders.
- Increase the take-up for use by Brent Key Stage 3 and 4 pupils.

4.5 The Learning Zone's revised support programme for Brent schools will be consulted upon and agreed by the Wembley Learning Zone Advisory Board. It is proposed that the Learning Zone continues to support Brent schools through the provision of a range of activities, events and programmes (as outlined in 4.1 above), with the addition of the following programmes for Brent schools:

- a new range of mathematics and literacy booster sessions aimed at Key Stage 2 pupils which will use the stadium to motivate and engage them in their learning
- Euro 2016 and Olympics 2016 workshops
- UCFB Wembley sport coaching project
- Volunteering teams from the Football Association.

5.0 FINANCIAL IMPLICATIONS

5.1 The funding provided by the Schools Forum forms a significant part of the Learning Zone's running costs and without it, the zone would be financially unviable leading to the loss of a unique learning environment for Brent children.

- 5.2 The Learning Zone is funded through three income streams:
- DSG funding approved by the Schools Forum
 - Provision of the Learning Zone’s facilities by Wembley Stadium at zero cost
 - Additional income, including charges to non-Brent schools and venue hire.
- 5.3 In 2014/15 additional funding was also available from the National Football League (NFL). In order to meet the increased running costs and the loss of income from the NFL the Schools Forum is asked to approve an increase in funding for the Learning Zone from £81,000 to £88,000 per annum.

6.0 STAFFING IMPLICATIONS

6.1 The funding provided by the Schools Forum funds the Learning Zone’s staffing costs and contributes towards the running costs of the centre. Other costs are covered by the continuing support from Wembley Stadium and by income generated through chargeable activities hosted by the Learning Zone. Without the DSG funding the centre would close.

6.2 The following table sets out the current staffing of Learning Zone staff:

Post	Full time equivalent
Learning Zone Manager	1.00
Assistant Manager/Tutor	1.00
Teaching Assistant	0.25

7.0 DIVERSITY IMPLICATIONS

7.1 The proposals in this report fund a unique learning environment for Brent children which include re-engagement activities for disaffected children and young people, and provide accessible and affordable links for Brent children to special events.

8.0 LEGAL IMPLICATIONS

8.1 The proposals in this report have no legal implications.

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SCHOOLS FORUM

21 October 2015

Report from the Strategic Director of Children
and Young People

For Consultation

7. SCHOOLS FUNDING FORMULA 2016-17 – PROVISIONAL

1.0 SUMMARY

- 1.1 This report sets out the 2016-17 funding arrangements, and the schools block funding for schools based on the funding formula.

2.0 RECOMMENDATIONS

- 2.1 The Schools Forum is being formally consulted on the:
- a. Schools Funding Formula 2016-17.
- 2.2 The Schools Forum is also being asked to consent to:
- a. this formula being adopted as the final formula and therefore:
 - continue to use the current formula with the updated October 2015 data for submission to the EFA in January;
 - cancel the January 2016 Schools Forum meeting which has been tentatively scheduled for this purpose;
 - confirm the final schools block funding at the February meeting, following EFA approval.

3.0 BACKGROUND

- 3.1 In 2015-16 the DfE distributed an additional £390m revenue funding to the least fairly funded local authorities, of which Brent received a share of £11m. This funding is therefore now included within Brent's base rate, and the schools block per pupil unit of funding will remain the same in 2016-17 as in 2015-16.
- 3.2 In addition, in 2015-16, non-recoupment academies were converted to recoupment academies, which meant for the first time these schools were included in the funding formula, and within Brent's DSG allocations. Free schools are also now included in our funding formula and DSG allocations, but not in the financial year of opening. The DfE will therefore fund free schools directly for the first two terms of opening.

- 3.3 The Schools Funding sub-group agreed to only meet where changes applied, or where a review of the primary: secondary ratio was necessary, and neither applied. It was previously agreed that the primary: secondary ratio will be remain inline with the national primary: secondary ratio, and therefore calculations take account of this. In order to remain in line with the national ratio, tweaks may be required to the amounts per pupil to enable this due to the funding pot being fixed, whilst the pupil numbers are rising. Agreement to the formula, includes agreement to variations to the amounts per pupil to remain inline with the national ratio.

4.0 DETAIL

- 4.1 This report details the provisional schools' funding calculations for 2016-17 which are based on October 2014 NOR (as is required), adjusted for any known changes such as rates, amalgamations, growing free schools and pupil number adjustments for expansions as explained in 4.3.1 below. The October 2015 data will be issued to the LA in mid-December, and thus used for the final schools' funding calculations for 2016-17. Please note that there is currently a consultation on the amalgamation of Lyon Park Infants and Juniors, and the provisional calculations assumes that the merger takes place in April 2016. If for any reason this does not happen, this will be reversed in the final calculations.

- 4.2 As the number of pupils in Brent grows, the funding pot will be required to stretch further. The analysis in Appendix A shows that all schools, except new schools and those that are being permanently expanded, will receive a slightly reduced amount of funding in 2016-17 than was the case in 2015-16. This also means that whilst only a handful of schools received MFG in 2015-16, the majority of schools will receive MFG in 2016-17. The reason for this is that the amount per pupil for all of the pupil-led funding factors has to be reduced in order to allow distribution of the same pot of funding across all schools. Within the current provisional calculations the pupil number increases relate only to the growing free schools and permanent expansions, but it is likely to be the case that the October 2015 pupil numbers are higher and thus the funding may have to stretch even further.

4.3 Expansions

- 4.3.1 In 2015-16 a revised policy was adopted in that permanent expansions are now included within the funding formula. This means that where a school is permanently expanding, a pro rata increase in pupil numbers is applied, for example if a school that is currently expanding will have an additional 30 pupils in September 2016, 17.5 (7/12th of 30 for September to March) pupils will be added to that schools pupil data for 2016-17. This also means that the school will attract funding for new pupils at the formula rate, rather than a fixed rate. Any vacancies within the guarantee period will continue to be funded at the fixed rate agreed.

- 4.3.2 Bulge classes or expansions which have not yet been approved as permanent, will continue to be paid through the approved contingency budget, at the agreed fixed rate.

4.4 Split-site factors

- 4.4.1 There are no new split-site factor requests for 2016-17. Schools that currently receive a split-site factor will continue to receive these. The current schools are:
- Alperton Community School;
 - Islamia Primary School;

- Kingsbury High School;
- Leopold Primary School;
- Roe Green Infant School.

4.4.2 In order to receive funding on this factor schools are required to meet the criteria as previously approved by the Schools Forum. The criteria is:

- 1) The sites 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 delivery of the National Curriculum.
- 3) Each site is occupied by a large proportion of the school (more than one year group).

4.4.3 The allocation is made up of a lump sum of £151,847 plus £113.70 per pupil. Where schools only partially meet the criteria, and the Schools Forum approves the split-site factor, the lump sum is reduced to £50k. Islamia is the only school that only partially meets the criteria and thus receives the reduced lump sum.

4.5 De-Delegations

4.5.1 Funding for de-delegated services for maintained primary and secondary schools, must be allocated through the funding formula. As all de-delegation decisions are made for one year only, the Schools Forum is required to make new decisions for 2016-17. Such decisions are made by sector, and thus the amount per pupil for each sector could be different, and each sector could make a different decision regarding de-delegation.

4.5.2 The de-delegated services are currently:

- Free School Meal Eligibility – *approved at the September Schools Forum;*
- Licences – *to be decided at this Schools Forum meeting;*
- Maternity grant – *to be decided at this Schools Forum meeting;*
- Schools Causing Concern contingency– *to be decided at this Schools Forum meeting;*
- Trade Union Facilities – *to be decided at this Schools Forum meeting.*

4.5.3 The funding calculations have assumed that these have all been approved, and will be amended if appropriate.

4.6 Minimum Funding Guarantee (MFG)

4.6.1 The MFG continues to apply in 2016-17 and ensures that mainstream schools are guaranteed to not lose more than 1.5% per pupil. This only applies to pupils in years' reception to 11, for which the funding formula applies. Funding for early years' children and young people over 16 are therefore not subject to this guarantee. The MFG calculation concentrates on pupil-led factors, and therefore changes to lump sums and rates are excluded from the calculation.

4.6.2 In 2015-16, the DfE approved two adjustments for the MFG for all-through schools, to allow the MFG to be calculated separately for each phase rather than defaulting to using the secondary phase to determine MFG.

4.6.3 There is also an optional capping factor that can be used, which would prevent gains over more than 1.5%. However it was agreed to not be applied in 2015-16, and the 2016-17 formula has therefore been calculated without the application of this capping factor.

4.7 Free schools

- 4.7.1 For the first time in 2015-16 free schools have been included in the LA's formula. The EFA will normally fund the free school in the first financial year that it opens (i.e. the first 2 terms) and thereafter the free schools are included on the LA's funding formula.
- 4.7.2 Michaela Community School opened in September 2014 and is therefore included in the funding formula for 2015-16. Kilburn Grange Primary School opened in September 2015, and will therefore now be included in the LA's formula for 2016-17.

5.0 **TIMETABLE**

- 5.1.1 The provisional Authority Proforma Tool (the schools funding formula) for 2016-17 will be submitted to the EFA by the deadline of 30th October 2015. As there are no proposed changes to the formula, there will be no formal consultation process with schools, but schools will be notified of the provisional budget allocations, as in prior years.
- 5.1.2 The proposed schools budget will be submitted to the council's Cabinet in December for political approval in principle.
- 5.1.3 The final Authority Proforma Tool (the schools funding formula) for 2016-17 will be submitted to the EFA by the deadline of 21st January 2016. The Schools Forum is normally consulted on the final figures prior to submission to the EFA, in mid-January. However, this poses a very tight timescale in completing the final budgets, as the final data is received immediately prior to the Christmas break. It is proposed that the final budget is brought to the February Schools Forum, rather than a final consultation in January prior to submission. It is understood that many local authorities adopt this method, and this will allow more time to review the budget calculations before submission. This is only possible where there are no changes to the formula, however as explained above per pupil amounts per pupil-led factor may be required to enable distribution of funding within a fixed funding pot.
- 5.1.4 The high needs funding for schools, and indicative early years funding, will be consulted on at the February Schools Forum.
- 5.1.5 Schools will be notified of their indicative final budget (final schools block, final high needs block and indicative early years block) by the end of February 2016, and of their final full budget by the end of March 2016.

6.0 **BACKGROUND PAPERS**

- 1. Schools Revenue Funding 2016 to 2017 – Operational Guide ;
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/445686/Schools_revenue_funding_2016_to_2017_operational_guide_publication_version_final.pdf

7.0 APPENDICES

A. 2016-17 Provisional Schools Funding and Analysis.

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7. Schools Funding Formula 2016/17 – Provisional

APPENDIX A: 2016-17 Provisional Schools Funding and Analysis.

SCHOOL SECTOR	LAESTAB	SCHOOL NAME	BASIC ENTITLEMENT (AWPU)	AEN TOTAL	SCHOOL SPECIFIC FACTORS	TOTAL ALLOCATION	MFG	POST MFG	DE-DELEGATION	POST DE-DELEGATION
Total			158,581,318	44,729,981	15,924,267	219,235,566	2,368,350	221,603,916	-586,398	221,017,518
Primary	3042000	Anson	1,136,132	337,613	200,926	1,674,671	22,208	1,696,879	-8,167	1,688,712
Primary	3042021	ARK Franklin	1,889,333	719,985	181,483	2,790,801	38,651	2,829,452		2,829,452
Primary	3042049	Barham	2,498,540	911,186	264,725	3,674,451	52,104	3,726,555	-17,960	3,708,595
Primary	3042075	Braintcroft	2,177,322	959,431	218,047	3,354,800	47,949	3,402,749	-15,651	3,387,098
Primary	3042003	Brentfield	1,916,233	923,932	271,938	3,112,103	46,910	3,159,013	-13,775	3,145,238
Primary	3042006	Byron Court	2,044,404	582,242	200,669	2,827,315	37,982	2,865,297	-14,696	2,850,601
Primary	3042007	Carlton Vale Infants	515,848	275,160	188,707	979,715	11,902	991,617	-3,708	987,909
Primary	3042068	Chalkhill	1,512,732	645,996	195,211	2,353,939	35,565	2,389,504	-10,874	2,378,630
Primary	3043301	Christchurch	579,142	196,007	177,169	952,318	17,156	969,474	-4,163	965,311
Primary	3043507	Convent of Jesus & Mary Infants	851,308	412,287	177,150	1,440,745	18,808	1,459,553	-6,119	1,453,434
Primary	3042056	Donnington	664,590	254,376	190,825	1,109,791	13,978	1,123,769	-4,777	1,118,992
Primary	3042055	Elsley	1,335,509	464,302	197,678	1,997,489	26,575	2,024,064	-9,600	2,014,464
Primary	3042074	Fryent	2,107,698	848,237	203,029	3,158,964	51,955	3,210,919	-15,151	3,195,768
Primary	3042067	Furness	1,585,521	650,374	179,037	2,414,932	89,778	2,504,710	-11,397	2,493,313
Primary	3042022	Gladstone Park	1,955,792	701,766	182,212	2,839,770	38,674	2,878,444		2,878,444
Primary	3042017	Harlesden	1,034,861	475,166	189,953	1,699,980	28,111	1,728,091	-7,439	1,720,652
Primary	3045949	Islamia	1,294,367	466,454	277,224	2,038,045	25,082	2,063,127	-9,304	2,053,823
Primary	3043302	John Keble	1,303,861	607,235	177,080	2,088,176	29,003	2,117,179	-9,373	2,107,806
Primary	3042035	Kilburn Grange	300,648	159,765	222,086	682,499		682,499		682,499
Primary	3045204	Kilburn Park	664,590	234,422	176,925	1,075,937	70,703	1,146,640	-4,777	1,141,863
Primary	3042024	Kingsbury Green	1,914,651	710,474	196,952	2,822,077	38,348	2,860,425	-13,763	2,846,662
Primary	3042028	Leopold	1,996,933	693,316	425,008	3,115,257	37,627	3,152,884	-14,355	3,138,529
Primary	3042031	Lyon Park Infants	2,658,358	989,922	340,604	3,988,884	63,423	4,052,307	-19,109	4,033,198
Primary	3042033	Malorees Infants	569,648	196,996	192,819	959,463	10,835	970,298	-4,095	966,203
Primary	3045202	Malorees Juniors	753,202	144,138	177,991	1,075,331	12,735	1,088,066	-5,414	1,082,652
Primary	3042066	Mitchell Brook	1,723,186	791,807	198,941	2,713,934	41,320	2,755,254	-12,387	2,742,867
Primary	3042073	Mora	1,310,191	565,325	198,550	2,074,066	27,661	2,101,727	-9,418	2,092,309
Primary	3042019	Mount Stewart Infants	946,249	293,395	193,119	1,432,763	18,166	1,450,929	-6,802	1,444,127
Primary	3042018	Mount Stewart Juniors	1,139,296	153,116	196,816	1,489,228	18,888	1,508,116	-8,190	1,499,926
Primary	3042064	Newfield	1,212,085	565,688	193,829	1,971,602	218,376	2,189,978	-8,713	2,181,265
Primary	3045201	North West London Jewish	775,355	132,398	179,536	1,087,289	78,058	1,165,347		1,165,347
Primary	3042034	Northview	674,084	274,994	185,601	1,134,679	14,465	1,149,144	-4,846	1,144,298
Primary	3045200	Oakington Manor	2,085,545	809,072	182,548	3,077,165	42,537	3,119,702	-14,992	3,104,710
Primary	3042071	Oliver Goldsmith	1,326,014	378,147	202,240	1,906,401	25,590	1,931,991	-9,532	1,922,459
Primary	3043510	Our Lady of Grace Infants	563,319	263,867	176,608	1,003,794	12,434	1,016,228	-4,049	1,012,179
Primary	3043500	Our Lady of Grace Juniors	753,202	249,174	177,430	1,179,806	15,076	1,194,882	-5,414	1,189,468
Primary	3043508	Our Lady of Lourdes	664,590	287,195	177,282	1,129,067	14,507	1,143,574	-4,777	1,138,797
Primary	3042038	Park Lane	1,335,509	448,857	192,080	1,976,446	25,745	2,002,191	-9,600	1,992,591

7. Schools Funding Formula 2016/17 – Provisional

APPENDIX A: 2016-17 Provisional Schools Funding and Analysis.

SCHOOL SECTOR	LAESTAB	SCHOOL NAME	BASIC ENTITLEMENT (AWPU)	AEN TOTAL	SCHOOL SPECIFIC FACTORS	TOTAL ALLOCATION	MFG	POST MFG	DE-DELEGATION	POST DE-DELEGATION
Total			158,581,318	44,729,981	15,924,267	219,235,566	2,368,350	221,603,916	-586,398	221,017,518
Primary	3042039	Preston Park	2,560,252	818,103	209,490	3,587,845	48,588	3,636,433	-18,404	3,618,029
Primary	3043303	Princess Frederica	1,326,014	283,355	177,884	1,787,253	24,209	1,811,462	-9,532	1,801,930
Primary	3042042	Roe Green Infants	1,468,427	747,260	396,824	2,612,511	29,609	2,642,120	-10,556	2,631,564
Primary	3042041	Roe Green Juniors	1,519,062	323,267	192,814	2,035,143	26,828	2,061,971	-10,920	2,051,051
Primary	3042070	Salusbury	1,974,780	584,288	241,427	2,800,495	38,350	2,838,845	-14,195	2,824,650
Primary	3043601	Sinai Jewish	1,955,792	210,682	181,384	2,347,858	32,953	2,380,811	-14,059	2,366,752
Primary	3043511	St Margaret Clitherow	658,260	287,305	177,262	1,122,827	14,463	1,137,290	-4,732	1,132,558
Primary	3042029	St Andrew & St Francis	1,300,697	544,007	178,570	2,023,274	26,826	2,050,100		2,050,100
Primary	3045203	St Joseph's	1,611,630	637,031	179,746	2,428,407	33,298	2,461,705	-11,585	2,450,120
Primary	3043509	St Joseph's Infants	664,590	266,551	176,934	1,108,075	13,464	1,121,539	-4,777	1,116,762
Primary	3043501	St Joseph's Juniors	886,119	220,836	177,578	1,284,533	16,025	1,300,558	-6,370	1,294,188
Primary	3043505	St Mary Magdalen's	1,136,132	290,293	183,949	1,610,374	21,046	1,631,420	-8,167	1,623,253
Primary	3043308	St Mary's (CE)	917,767	409,737	178,442	1,505,946	20,265	1,526,211	-6,597	1,519,614
Primary	3043602	St Mary's (RC)	1,237,403	476,991	178,106	1,892,500	25,967	1,918,467	-8,895	1,909,572
Primary	3043506	St Robert Southwell	1,265,885	343,013	178,441	1,787,339	23,252	1,810,591	-9,100	1,801,491
Primary	3042057	Stonebridge	1,905,157	949,953	191,946	3,047,056	44,180	3,091,236	-13,695	3,077,541
Primary	3042076	Sudbury	2,658,358	814,116	182,967	3,655,441	48,572	3,704,013		3,704,013
Primary	3043603	Torah Temimah	582,307	62,712	176,851	821,870	24,579	846,449	-4,186	842,263
Primary	3042020	Uxendon Manor	1,424,121	363,429	203,785	1,991,335	26,158	2,017,493	-10,237	2,007,256
Primary	3043605	Wembley	2,658,358	851,924	212,083	3,722,365	50,942	3,773,307	-19,109	3,754,198
Primary	3042053	Wykeham	1,607,674	606,726	206,897	2,421,297	33,788	2,455,085	-11,557	2,443,528
Secondary	3045405	Alperton	5,441,261	1,212,921	484,365	7,138,547	397	7,138,944		7,138,944
Secondary	3044001	ARK Elvin	3,978,638	1,125,615	229,190	5,333,443	3,446	5,336,889		5,336,889
Secondary	3046905	Capital City	4,688,403	1,271,111	241,905	6,201,419	4,756	6,206,175		6,206,175
Secondary	3045400	Claremonth	6,260,621	845,577	212,356	7,318,554	3,233	7,321,787		7,321,787
Secondary	3045404	Convent of Jesus & Mary	4,282,899	1,001,803	202,229	5,486,931	4,102	5,491,033		5,491,033
Secondary	3044033	Jewish Free School	7,340,900	385,019	258,242	7,984,161	7,126	7,991,287	-33,851	7,957,436
Secondary	3045402	Kingsbury High	7,870,739	1,514,336	563,318	9,948,393		9,948,393		9,948,393
Secondary	3044000	Michaela	1,473,396	343,955	236,085	2,053,436	1,200	2,054,636		2,054,636
Secondary	3045407	Newman Catholic College	2,916,011	995,673	185,898	4,097,582	262,276	4,359,858	-13,172	4,346,686
Secondary	3045403	Queens Park	5,114,822	1,011,621	203,018	6,329,461	3,854	6,333,315		6,333,315
Secondary	3045406	St Gregory's	4,404,112	778,636	191,266	5,374,014	3,082	5,377,096	-20,315	5,356,781
Secondary	3046907	The Crest Academies	5,207,854	1,550,116	203,537	6,961,507	5,474	6,966,981		6,966,981
All-Through	3046906	ARK	5,676,600	1,328,348	252,796	7,257,744	27,157	7,284,901		7,284,901
All-Through	3045410	Preston Manor	7,293,851	1,625,453	211,046	9,130,350		9,130,350		9,130,350
All-Through	3044006	Wembley High	5,542,578	874,401	205,608	6,622,587		6,622,587		6,622,587

7. Schools Funding Formula 2016/17 – Provisional

APPENDIX A: 2016-17 Provisional Schools Funding and Analysis.

SCHOOL SECTOR	LAESTAB	SCHOOL NAME	TOTAL ALLOCATION				POST - MFG ALLOCATION				POST - DE-DELEGATION ALLOCATION			
			2016-17	2015-16	CHANGE	% CHANGE	2016-17	2015-16	CHANGE	% CHANGE	2016-17	2015-16	CHANGE	% CHANGE
Total			219,235,566	220,942,221	-1,706,655	-0.77%	221,603,916	221,603,926	-10	0.00%	221,017,518	220,993,692	23,826	0.01%
Primary	3042000	Anson	1,674,671	1,720,850	-46,179	-2.68%	1,696,879	1,720,850	-23,971	-1.39%	1,688,712	1,712,388	-23,676	-1.38%
Primary	3042021	ARK Franklin	2,790,801	2,842,819	-52,018	-1.83%	2,829,452	2,842,819	-13,367	-0.47%	2,829,452	2,842,819	-13,367	-0.47%
Primary	3042049	Barham	3,674,451	3,676,924	-2,473	-0.07%	3,726,555	3,676,924	+49,631	1.35%	3,708,595	3,659,023	+49,572	1.35%
Primary	3042075	Braintcroft	3,354,800	3,448,982	-94,182	-2.73%	3,402,749	3,448,982	-46,233	-1.34%	3,387,098	3,432,766	-45,668	-1.33%
Primary	3042003	Brentfield	3,112,103	2,999,882	+112,221	3.74%	3,159,013	2,999,882	+159,131	5.30%	3,145,238	2,986,317	+158,921	5.32%
Primary	3042006	Byron Court	2,827,315	2,904,238	-76,923	-2.65%	2,865,297	2,904,238	-38,941	-1.34%	2,850,601	2,889,012	-38,411	-1.33%
Primary	3042007	Carlton Vale Infants	979,715	1,001,646	-21,931	-2.19%	991,617	1,001,646	-10,029	-1.00%	987,909	997,804	-9,895	-0.99%
Primary	3042068	Chalkhill	2,353,939	2,424,532	-70,593	-2.91%	2,389,504	2,427,112	-37,608	-1.55%	2,378,630	2,415,846	-37,216	-1.54%
Primary	3043301	Christchurch	952,318	975,743	-23,425	-2.40%	969,474	981,701	-12,227	-1.25%	965,311	977,387	-12,076	-1.24%
Primary	3043507	Convent of Jesus & Mary Infants	1,440,745	1,479,169	-38,424	-2.60%	1,459,553	1,479,169	-19,616	-1.33%	1,453,434	1,472,829	-19,395	-1.32%
Primary	3042056	Donnington	1,109,791	1,137,081	-27,290	-2.40%	1,123,769	1,137,081	-13,312	-1.17%	1,118,992	1,132,131	-13,139	-1.16%
Primary	3042055	Elsley	1,997,489	2,048,497	-51,008	-2.49%	2,024,064	2,048,497	-24,433	-1.19%	2,014,464	2,038,551	-24,087	-1.18%
Primary	3042074	Fryent	3,158,964	2,981,626	+177,338	5.95%	3,210,919	2,981,626	+229,293	7.69%	3,195,768	2,967,343	+228,425	7.70%
Primary	3042067	Furness	2,414,932	2,482,814	-67,882	-2.73%	2,504,710	2,540,082	-35,372	-1.39%	2,493,313	2,528,274	-34,961	-1.38%
Primary	3042022	Gladstone Park	2,839,770	2,919,935	-80,165	-2.75%	2,878,444	2,919,935	-41,491	-1.42%	2,878,444	2,919,935	-41,491	-1.42%
Primary	3042017	Harlesden	1,699,980	1,462,380	+237,600	16.25%	1,728,091	1,462,380	+265,711	18.17%	1,720,652	1,456,087	+264,565	18.17%
Primary	3045949	Islamia	2,038,045	2,091,730	-53,685	-2.57%	2,063,127	2,091,730	-28,603	-1.37%	2,053,823	2,082,089	-28,266	-1.36%
Primary	3043302	John Keble	2,088,176	2,147,732	-59,556	-2.77%	2,117,179	2,147,732	-30,553	-1.42%	2,107,806	2,138,021	-30,215	-1.41%
Primary	3042035	Kilburn Grange	682,499		+682,499	100.00%	682,499		+682,499	100.00%	682,499		+682,499	100.00%
Primary	3045204	Kilburn Park	1,075,937	1,103,463	-27,526	-2.49%	1,146,640	1,161,386	-14,746	-1.27%	1,141,863	1,156,436	-14,573	-1.26%
Primary	3042024	Kingsbury Green	2,822,077	2,909,139	-87,062	-2.99%	2,860,425	2,909,139	-48,714	-1.67%	2,846,662	2,894,855	-48,193	-1.66%
Primary	3042028	Leopold	3,115,257	3,197,543	-82,286	-2.57%	3,152,884	3,197,543	-44,659	-1.40%	3,138,529	3,182,670	-44,141	-1.39%
Primary	3042031	Lyon Park	3,988,884	4,118,225	-129,341	-3.14%	4,052,307	4,118,225	-65,918	-1.60%	4,033,198	4,098,427	-65,229	-1.59%
Primary	3042033	Malorees Infants	959,463	996,974	-37,511	-3.76%	970,298	996,974	-26,676	-2.68%	966,203	992,732	-26,529	-2.67%
Primary	3045202	Malorees Juniors	1,075,331	1,101,965	-26,634	-2.42%	1,088,066	1,101,965	-13,899	-1.26%	1,082,652	1,096,356	-13,704	-1.25%
Primary	3042066	Mitchell Brook	2,713,934	2,653,875	+60,059	2.26%	2,755,254	2,653,875	+101,379	3.82%	2,742,867	2,641,748	+101,119	3.83%
Primary	3042073	Mora	2,074,066	2,130,454	-56,388	-2.65%	2,101,727	2,130,454	-28,727	-1.35%	2,092,309	2,120,696	-28,387	-1.34%
Primary	3042019	Mount Stewart Infants	1,432,763	1,468,067	-35,304	-2.40%	1,450,929	1,468,067	-17,138	-1.17%	1,444,127	1,461,019	-16,892	-1.16%
Primary	3042018	Mount Stewart Juniors	1,489,228	1,526,333	-37,105	-2.43%	1,508,116	1,526,333	-18,217	-1.19%	1,499,926	1,517,848	-17,922	-1.18%
Primary	3042064	Newfield	1,971,602	2,028,160	-56,558	-2.79%	2,189,978	2,222,623	-32,645	-1.47%	2,181,265	2,213,595	-32,330	-1.46%
Primary	3045201	North West London Jewish	1,087,289	1,116,084	-28,795	-2.58%	1,165,347	1,181,371	-16,024	-1.36%	1,165,347	1,181,371	-16,024	-1.36%
Primary	3042034	Northview	1,134,679	1,165,417	-30,738	-2.64%	1,149,144	1,165,417	-16,273	-1.40%	1,144,298	1,160,397	-16,099	-1.39%
Primary	3045200	Oakington Manor	3,077,165	3,142,039	-64,874	-2.06%	3,119,702	3,142,039	-22,337	-0.71%	3,104,710	3,126,624	-21,914	-0.70%
Primary	3042071	Oliver Goldsmith	1,906,401	1,960,077	-53,676	-2.74%	1,931,991	1,960,077	-28,086	-1.43%	1,922,459	1,950,201	-27,742	-1.42%
Primary	3043510	Our Lady of Grace Infants	1,003,794	1,029,144	-25,350	-2.46%	1,016,228	1,029,144	-12,916	-1.26%	1,012,179	1,024,949	-12,770	-1.25%
Primary	3043500	Our Lady of Grace Juniors	1,179,806	1,210,350	-30,544	-2.52%	1,194,882	1,210,350	-15,468	-1.28%	1,189,468	1,204,740	-15,272	-1.27%
Primary	3043508	Our Lady of Lourdes	1,129,067	1,158,559	-29,492	-2.55%	1,143,574	1,158,559	-14,985	-1.29%	1,138,797	1,153,609	-14,812	-1.28%
Primary	3042038	Park Lane	1,976,446	2,031,287	-54,841	-2.70%	2,002,191	2,031,287	-29,096	-1.43%	1,992,591	2,021,340	-28,749	-1.42%
Primary	3042039	Preston Park	3,587,845	3,535,877	+51,968	1.47%	3,636,433	3,535,877	+100,556	2.84%	3,618,029	3,517,634	+100,395	2.85%

7. Schools Funding Formula 2016/17 – Provisional

APPENDIX A: 2016-17 Provisional Schools Funding and Analysis.

SCHOOL SECTOR	LAESTAB	SCHOOL NAME	TOTAL ALLOCATION				POST - MFG ALLOCATION				POST - DE-DELEGATION ALLOCATION			
			2016-17	2015-16	CHANGE	% CHANGE	2016-17	2015-16	CHANGE	% CHANGE	2016-17	2015-16	CHANGE	% CHANGE
Total			219,235,566	220,942,221	-1,706,655	-0.77%	221,603,916	221,603,926	-10	0.00%	221,017,518	220,993,692	23,826	0.01%
Primary	3043303	Princess Frederica	1,787,253	1,837,338	-50,085	-2.73%	1,811,462	1,837,338	-25,876	-1.41%	1,801,930	1,827,462	-25,532	-1.40%
Primary	3042042	Roe Green Infants	2,612,511	2,681,497	-68,986	-2.57%	2,642,120	2,681,497	-39,377	-1.47%	2,631,564	2,670,561	-38,997	-1.46%
Primary	3042041	Roe Green Juniors	2,035,143	2,092,576	-57,433	-2.74%	2,061,971	2,092,576	-30,605	-1.46%	2,051,051	2,081,262	-30,211	-1.45%
Primary	3042070	Salisbury	2,800,495	2,819,309	-18,814	-0.67%	2,838,845	2,819,309	+19,536	0.69%	2,824,650	2,804,601	+20,049	0.71%
Primary	3043601	Sinai Jewish	2,347,858	2,415,077	-67,219	-2.78%	2,380,811	2,415,077	-34,266	-1.42%	2,366,752	2,400,511	-33,759	-1.41%
Primary	3043511	St Margaret Clitherow	1,122,827	1,151,886	-29,059	-2.52%	1,137,290	1,151,886	-14,596	-1.27%	1,132,558	1,146,983	-14,425	-1.26%
Primary	3042029	St Andrew & St Francis	2,023,274	2,078,562	-55,288	-2.66%	2,050,100	2,078,562	-28,462	-1.37%	2,050,100	2,068,874	-18,774	-0.91%
Primary	3045203	St Joseph's	2,428,407	2,357,652	+70,755	3.00%	2,461,705	2,357,652	+104,053	4.41%	2,450,120	2,346,368	+103,752	4.42%
Primary	3043509	St Joseph's Infants	1,108,075	1,135,902	-27,827	-2.45%	1,121,539	1,135,902	-14,363	-1.26%	1,116,762	1,130,952	-14,190	-1.25%
Primary	3043501	St Joseph's Juniors	1,284,533	1,317,633	-33,100	-2.51%	1,300,558	1,317,633	-17,075	-1.30%	1,294,188	1,311,033	-16,845	-1.28%
Primary	3043505	St Mary Magdalen's	1,610,374	1,653,825	-43,451	-2.63%	1,631,420	1,653,825	-22,405	-1.35%	1,623,253	1,645,364	-22,111	-1.34%
Primary	3043308	St Mary's (CE)	1,505,946	1,547,286	-41,340	-2.67%	1,526,211	1,547,286	-21,075	-1.36%	1,519,614	1,540,451	-20,837	-1.35%
Primary	3043602	St Mary's (RC)	1,892,500	1,945,523	-53,023	-2.73%	1,918,467	1,945,523	-27,056	-1.39%	1,909,572	1,936,307	-26,735	-1.38%
Primary	3043506	St Robert Southwell	1,787,339	1,835,665	-48,326	-2.63%	1,810,591	1,835,665	-25,074	-1.37%	1,801,491	1,826,237	-24,746	-1.36%
Primary	3042057	Stonebridge	3,047,056	3,044,180	+2,876	0.09%	3,091,236	3,044,180	+47,056	1.55%	3,077,541	3,030,416	+47,125	1.56%
Primary	3042076	Sudbury	3,655,441	3,758,300	-102,859	-2.74%	3,704,013	3,758,300	-54,287	-1.44%	3,704,013	3,758,300	-54,287	-1.44%
Primary	3043603	Torah Temimah	821,870	841,887	-20,017	-2.38%	846,449	856,735	-10,286	-1.20%	842,263	852,399	-10,136	-1.19%
Primary	3042020	Uxendon Manor	1,991,335	2,042,011	-50,676	-2.48%	2,017,493	2,042,011	-24,518	-1.20%	2,007,256	2,031,404	-24,148	-1.19%
Primary	3043605	Wembley	3,722,365	3,825,626	-103,261	-2.70%	3,773,307	3,825,626	-52,319	-1.37%	3,754,198	3,805,827	-51,629	-1.36%
Primary	3042053	Wykeham	2,421,297	2,487,036	-65,739	-2.64%	2,455,085	2,487,036	-31,951	-1.28%	2,443,528	2,475,063	-31,535	-1.27%
Secondary	3045405	Alperton	7,138,547	7,234,903	-96,356	-1.33%	7,138,944	7,234,903	-95,959	-1.33%	7,138,944	7,234,903	-95,959	-1.33%
Secondary	3044001	ARK Elvin	5,333,443	5,379,538	-46,095	-0.86%	5,336,889	5,379,538	-42,649	-0.79%	5,336,889	5,379,538	-42,649	-0.79%
Secondary	3046905	Capital City	6,201,419	6,296,273	-94,854	-1.51%	6,206,175	6,296,273	-90,098	-1.43%	6,206,175	6,296,273	-90,098	-1.43%
Secondary	3045400	Claremonth	7,318,554	7,432,197	-113,643	-1.53%	7,321,787	7,432,197	-110,410	-1.49%	7,321,787	7,432,197	-110,410	-1.49%
Secondary	3045404	Convent of Jesus & Mary	5,486,931	5,570,141	-83,210	-1.49%	5,491,033	5,570,141	-79,108	-1.42%	5,491,033	5,570,141	-79,108	-1.42%
Secondary	3044033	Jewish Free School	7,984,161	8,108,144	-123,983	-1.53%	7,991,287	8,108,144	-116,857	-1.44%	7,957,436	8,073,071	-115,635	-1.43%
Secondary	3045402	Kingsbury High	9,948,393	10,096,744	-148,351	-1.47%	9,948,393	10,096,744	-148,351	-1.47%	9,948,393	10,096,744	-148,351	-1.47%
Secondary	3044000	Michaela	2,053,436	1,369,288	+684,148	49.96%	2,054,636	1,369,288	+685,348	50.05%	2,054,636	1,369,288	+685,348	50.05%
Secondary	3045407	Newman Catholic College	4,097,582	4,161,149	-63,567	-1.53%	4,359,858	4,424,527	-64,669	-1.46%	4,346,686	4,410,880	-64,194	-1.46%
Secondary	3045403	Queens Park	6,329,461	6,428,408	-98,947	-1.54%	6,333,315	6,428,408	-95,093	-1.48%	6,333,315	6,428,408	-95,093	-1.48%
Secondary	3045406	St Gregory's	5,374,014	5,457,116	-83,102	-1.52%	5,377,096	5,457,116	-80,020	-1.47%	5,356,781	5,436,068	-79,287	-1.46%
Secondary	3046907	The Crest Academies	6,961,507	7,194,180	-232,673	-3.23%	6,966,981	7,194,180	-227,199	-3.16%	6,966,981	7,194,180	-227,199	-3.16%
All-Through	3046906	ARK	7,257,744	7,391,144	-133,400	-1.80%	7,284,901	7,391,144	-106,243	-1.44%	7,284,901	7,391,144	-106,243	-1.44%
All-Through	3045410	Preston Manor	9,130,350	9,103,198	+27,152	0.30%	9,130,350	9,103,198	+27,152	0.30%	9,130,350	9,103,198	+27,152	0.30%
All-Through	3044006	Wembley High	6,622,587	6,521,415	+101,172	1.55%	6,622,587	6,521,415	+101,172	1.55%	6,622,587	6,521,415	+101,172	1.55%

7. Schools Funding Formula 2016/17 – Provisional
APPENDIX A: 2016-17 Provisional Schools Funding and Analysis.

FUNDING FACTORS	2016-17						2015-16						CHANGE					
	PRIMARY	SECONDARY			PRIMARY	SECONDARY			PRIMARY		SECONDARY							
		KS3	KS4	ALL		KS3	KS4	ALL			KS3	KS4	ALL					
		£				£					£	%	£	%	£	%		
BASIC ENTITLEMENT	AWPU	£3,164.71	£4,737.61	£5,228.90	£3,262.59	£4,815.00	£5,314.32	-£ 97.88	-3.0%	-£ 77.39	-1.6%	-£ 85.42	-1.6%					
	IDACI 1	£325.31		£351.59	£335.37		£357.33	-£ 10.06	-3.0%					-£ 5.74	-1.6%			
	IDACI 2	£329.94		£379.00	£340.14		£379.00	-£ 10.20	-3.0%					£ -	0.0%			
	IDACI 3	£347.00		£470.00	£347.00		£470.00	£ -	0.0%					£ -	0.0%			
DEPRIVATION	IDACI 4	£555.68		£615.94	£572.87		£626.00	-£ 17.19	-3.0%					-£ 10.06	-1.6%			
	IDACI 5	£845.09		£946.38	£871.23		£961.84	-£ 26.14	-3.0%					-£ 15.46	-1.6%			
	IDACI 6	£1,192.40		£1,342.90	£1,229.28		£1,364.84	-£ 36.88	-3.0%					-£ 21.94	-1.6%			
LAC		£1,004.00			£1,004.00			£ -	0.0%									
EAL		£1,192.40		£1,361.41	£1,229.28		£1,383.65	-£ 36.88	-3.0%					-£ 22.24	-1.6%			
PRIOR ATTAINMENT		£1,157.67		£1,460.54	£1,193.47		£1,484.00	-£ 35.80	-3.0%					-£ 23.46	-1.6%			



Brent

SCHOOLS FORUM

21 October 2015

Report from the Strategic Director of Children and Young People

For Decision

8. DE-DELEGATIONS 2016-17 (MATERNITY, LICENSES & TRADE UNION FACILITIES FUNDING)

1.0 SUMMARY

1.1 This report requests continued de-delegation for the maternity grant, trade union facilities funding and licenses. In addition, some licenses are centrally managed by the DfE, and for these there is a requirement to centrally retain funding to cover the cost of these.

2.0 RECOMMENDATIONS

2.1 The Schools Forum is requested to:

- a. de-delegate the Maternity Grant at £8.50 per pupil;
voting is open to maintained primary and secondary schools only, and each sector must vote separately.
- b. de-delegate the Trade Union Facilities Funding of £83,578, which currently equates to £3.24 per pupil;
voting is open to maintained primary and secondary schools only, and each sector must vote separately.
- c. de-delegate Licences at an estimated £6,100, which currently equates to £0.24 per pupil;
voting is open to maintained primary and secondary schools only, and each sector must vote separately.

2.2 The Schools Forum is being formally consulted on:

- a. the central retention of funding of an estimated £195,230 in respect of Licences that have been negotiated and are now managed through the DfE.

3.0 BACKGROUND

- 3.1 Decisions to de-delegate funding are required to be made for each financial year, and therefore any decisions made in 2015-16 will need to be reviewed for 2016-17.
- 3.2 De-delegation refers to those services that the Schools Forum agrees for the LA to manage, and thus a deduction is made to each school's funding through the formula to fund these services. Such deductions can only be made for maintained primary and secondary schools, and Schools Forum members for those sectors only can make the decision to de-delegate – decisions must be made for each sector separately. The DfE expects that for those services de-delegated, the LA would make these available as a traded (buy-back) service. Therefore academies, special schools, nursery schools and PRUs can access these services by buying into them through BESTBrent.
- 3.3 The Schools Forum had agreed for 2015-16 five de-delegations, being Maternity Grant, Trade Union Facilities Funding, Licenses, Schools Causing Concern and Free School Meal Eligibility. This paper deals with the first three, Free School Meal Eligibility was agreed at the September Forum, and there is a separate paper on the agenda for the Schools Causing Concern contingency.

4.0 DE-DELEGATIONS

4.1 Maternity Grant

- 4.1.1 The benefit of this scheme is that schools are able to pool risk so that maternity costs do not fall unevenly on individual schools.
- 4.1.2 Where a female member of staff (except for SMSA's) goes on maternity leave, the school can claim a grant of £4,206 per teacher or £3,179 per non-teacher, pro-rata'd. Staff are only covered if they have at least 1 year's continuous employment within Brent or within Local Government, and provided they return to work after their maternity leave.
- 4.1.3 Claims are made to the Schools Finance Team by submitting a claim form with a copy of the MAT B1 form, and a signed Intention to Return to Work form, or confirmation that the member of staff has returned to work.
- 4.1.4 The Schools Forum approved £8.50 for 2015/16, which totalled £220,067. This was also offered to maintained nursery and special schools and PRUs as a traded service at the same rate of £8.50 per pupil, and to academies at £9.00 per pupil. Three of the four maintained nurseries bought-in in 2015/16, as well as two of the three maintained special schools, and one special academy.

4.1.5 The proposed 2015/16 budget is subject to the October 2015 pupil census but is currently estimated to be £216,445, being £191,106 for maintained primaries, and £25,339 for maintained secondaries. This continues to assume the amount of £8.50 per pupil and has been adjusted to account for academy conversions that have occurred in 2015/16.

4.2 Trade Union Facilities Funding

4.2.1 Under the Employment Protection Act 1975, Trade Union representatives have a statutory right to reasonable paid time off from employment to carry out trade union duties and training. This de-delegation allows the LA to fund this time off to allow the representative to be released by the school, and for the school to afford the costs of supply cover.

4.2.2 The benefit of this scheme is that schools are able to pool risk so that the cost related to releasing members of staff on trade union activities does not fall unevenly on individual schools.

4.2.3 A claim is submitted each year by the Teachers' Panel, on behalf of schools that have released staff on trade union activities. The claim is submitted to the Schools Finance Team and details the annual FTE time spent on union duties. In the past this has been converted into a salary cost for an average M6 grade and has been paid over to the schools retrospectively.

4.2.4 The 2015/16 was based on 1,583 teachers in maintained schools, which translated to 1.91 FTE, and £86,473 in total. For 2015/16 all maintained special schools, and ten academies bought into this service, so that the entire funding for this is £136,086.

4.2.5 The proposed 2016/17 budget is estimated at 1.63 FTE. This reflects academy conversions, which means that the number of teachers in maintained primary and secondary schools is now 1,530. The Schools Forum previously agreed that this would be reviewed each year to reflect academy conversions. This translates to £83,578 for maintained primary and secondary schools.

4.3 Licenses

4.3.1 Although the council currently purchases licenses on behalf of all maintained schools within the borough, over the past few years the DfE has been working with copyright management organisations to simplify the way in which such licenses are paid for by schools and academies. As a result the DfE now manages most of the copyright licences for schools in England.

4.3.2 De-delegation still applies to those licences not yet covered by the DfE arrangement, and for which the LA therefore currently purchases on behalf of schools. For the de-delegated licences, if any schools other than the maintained primary and maintained secondary sector wishes to be included, this will be available via a buy-back service. For the

licences that are covered by the central DfE arrangement, the amounts will be retained centrally rather than being de-delegated and covers all schools including academies.

4.3.3 The licenses covered by the DfE central arrangement, and therefore funding is required to be centrally held are:

- **CCLI (The Christian Copyright Licensing International Licence)** – this provides two licences:
 - **CWCL (The Collective Worship Copyright Licence)** permits schools to type song words into a computer and store them for later use.
 - **CWMRL (The Collective Worship Music Reproduction Licence)** is supplementary to the CWCL and permits schools to photocopy the words and music of hymns and worship songs directly from music publications. It also allows schools to make customised arrangements of music for pupils using transposing instruments (usually wind and brass instruments).
- **CLA (Copyright Licensing Agency)** allows schools to use extracts of text and pictures from millions of print and digital books, journals and magazines, including websites.
- **ERA (The Education Recording Agency)** allows schools to record radio and television broadcasts received in the UK. This also allows teaching staff to access and download material on a number of on demand catch-up services, and copy such recordings for educational purposes.
- **MCPS (The Mechanical Copyright Protection Society – Limited Manufacture Licence)** allows for the use of music in DVDs and CDs produced by the school and sold to parents, e.g. by the PTA to raise funds for the school. This licence allows schools to make and sell up to 1000 copies a year of DVDs or CDs containing music.
- **MPLC (Motion Picture Licensing Company)** allows for the non-educational screening of films on the school premises, provided it is not advertised outside the school, and provided there is no charge applied to such screenings.
- **NLA (The Newspaper Licensing Agency Schools Licence)** allows the copying of content from national, regional and local newspapers and certain news websites.
- **PPL (Phonographic Performance Licence)** is required for the non-curricular use of copyrighted music in schools.
- **PRS (Performing Right Society)** gives schools the performance right on behalf of music composers, songwriters and publishers.
- **PVSL (The Public Video Screening Licence)** allows schools to screen films on DVDs that have been purchased or borrowed for legitimate UK outlets during the term of the licence. This does not allow schools to charge (either directly or indirectly) for such screenings, i.e. not for commercial or fundraising purposes.
- **SPML (The School Printed Music Licence)** covers the copying and distribution of a school's sheet music to school members for curricular uses and for those extracurricular activities that are not collective worship.

Both the PPL and PRS licences were de-delegated last year but are now covered by the DfE central arrangement. The MCPS and CCLI are new licences. All licences are required by schools, and there is no option to opt out of any particular licence.

4.3.4 The following licences are not yet covered by the DfE arrangements and therefore the Schools Forum is being asked to continue de-delegation for these licences:

- **British Pathé** provides schools with access to archive material which the British Pathé owns including footage of major 20th century events, lifestyle, famous faces, travel, science, etc. dating back to 1896.
- **CLEAPSS** is an advisory service providing support to schools in sciences and technology.

4.3.5 The cost for the current year 2015/16 is:

- DfE arrangement £185,932.13;
- De-delegated licenses £5,792.

4.3.6 The estimated cost for 2016/17 is £195,230 for those under the DfE arrangement and £6,100 for de-delegation. Note, however this is subject to change based on the DfE central arrangements, and the application of inflatory increases.

5.0 BACKGROUND PAPERS

1. Copyright Factsheet 2015-16.

6.0 APPENDIX

- A. Trade Union Letters.

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October 2015

The Brent Teachers' Panel, representing around 3000 teachers and support staff in Brent schools, would like to thank you for either agreeing to de-delegate trade union funding (in maintained schools), or by "buying in" to the Borough-held and managed "pot" in 2014/15.

This funding was used by our accredited union officers to provide the following services, which we believe represents good value;

1. Support and representation for union members where required, i.e. at Disciplinary, Grievance and Capability meetings, working to ensure the best possible outcomes for both the member, and the school involved. Because of the availability of a Brent union officer, with the requisite Brent knowledge, and an established relationship with Headteachers and Human Resources that trade union funding provides, many issues are resolved speedily, and at an early stage.
2. Support, guidance and representation for union members, where staffing re-structures, school amalgamations and/or expansions, or redundancies have occurred. This has helped to ensure lower levels of turbulence, helped to highlight possible pitfalls, and assisted in trying to keep stress levels as low as possible.
3. Regular Brent union officer attendance at meetings of Schools Policy Review Group, where school policies, on such matters as Pay, Appraisal, Leave of Absence, Sickness Absence, etc., are discussed, negotiated and finalised. These Policies are then sent to schools for them to consider, thus saving considerable time and effort for each individual school in negotiating separately.
4. Regular Brent union officer attendance, and input, at several Brent Local Authority meetings, such as
 - a) Monthly meetings with Council Leader, and Local Education members
 - b) Schools Forum

- c) Scrutiny Committee
- d) Termly meetings with Director of Education
- e) Health and Safety meetings

5. Providing regular training opportunities for school union representatives, and health and safety representatives, enabling them to act at school level.

We very much value our professional contact, and dialogue with school leaders, and wish this to continue, so we ask you to agree the de-delegation of trade union funding (maintained schools), at this Schools Forum meeting, or if you are not a maintained school, we hope that you will “buy in” again, next March/April.

Thank you.

Yours sincerely

Lesley Gouldbourne

Brent NUT

Hank Roberts

Brent ATL

Shyam Gorsia

Brent NASUWT

The DfE, in its advice to schools, has acknowledged the “efficiency of pooled facilities time funds”; because de-delegation and central pooling of facilities time means that no single school faces a disproportionate cost.

[Advice on Trade Union Facilities Time (DfE)]

www.gov.uk/government/publications/trade-union-facility-time-in-schools]

NEOST

National Employers'
Organisation
for School Teachers

3 October 2014

Lead Members in England

CC. Directors of Children's Services in England

CC. Members of the National Employers' Organisation for School Teachers

CC. Regional Directors

Dear Colleague,

As a result of a reform of school funding arrangements in 2012, services within the schools block and the funding for them is now delegated to schools in the first instance. However, within the delegated areas of spend there are some areas that can be retained centrally by the local authority, should the Schools Forum choose this option, thus enabling schools to 'de-delegate' the funds. One of these areas is staff costs or supply cover, which includes trade union facilities time. So while the funding change has provided a challenge to local authority pooled funding arrangements for facilities time this can be overcome where schools choose to de-delegate.

A further challenge to such pooled arrangements has come about as a result of the increasing number of schools converting to Academy status. Any de-delegation arrangements will not apply to Academies although many authorities allow academies to buy in to the pooled arrangements, and many academies are choosing to do so.

Despite the challenges, the National Employers' Organisation for School Teachers (NEOST) continues to support the principle of a pooled fund for trade union representation. Accordingly, whilst each individual schools forum is entitled to make its own decision whether or not to de-delegate funds or allow academies to buy back in, we are writing to encourage your authority to retain such a centrally-managed fund where possible. In this respect we would like to draw your attention to the following points:

- As result of decisions of individual schools forums the vast majority of local authorities continue to de-delegate funding for trade union facility time. Local authorities have indicated that, despite the different perspectives that management and unions often have, the local representatives make a valuable contribution to resolving employee relations issues (both individual and collective) before positions become entrenched and

resolution becomes more difficult and costly. These benefits are also acknowledged in the DfE guidance¹.

- To support good liaison between employers and trade unions officials, it is important that union representatives are able to exercise their entitlement to reasonable time off under both the Trade Union and Labour Relations (Consolidation) Act 1992² and the ACAS Code of Practice on time off for trade union duties and activities³.
- A form of 'pooled' facilities time fund is an efficient way of organising facility time. The DfE advice acknowledges the efficiency of 'pooled' facility time funds while stressing the need for transparency as to how charges are made and how schools will benefit⁴.
- Responses to an LGA survey of local authorities⁵ indicate that where a significant proportion of academies had chosen not to buy in to the facilities arrangements, this had in some cases led to less effective and efficient ways of arranging and managing facilities time. The LGA encourages authorities to provide academies with the option to buy back into any pooled arrangements for facilities where feasible and has asked Government to ensure that no financial or bureaucratic burdens are put in the way of such arrangements.

No doubt this is an issue that local authorities will wish to keep under review and we will seek to gather local intelligence, both through regional networks and if necessary a further survey of local authorities.

Yours faithfully,



Councillor David Simmonds
Chair, National Employers' Organisation for Schoolteachers

¹ Advice on trade union facilities time (DfE) <https://www.gov.uk/government/publications/trade-union-facility-time-in-schools> (page 6)

² Trade Union and Labour Relations (Consolidation) Act 1992
<http://www.legislation.gov.uk/ukpga/1992/52/contents>

³ ACAS Code of Practice <http://www.acas.org.uk/index.aspx?articleid=2391>

⁴ DfE advice on trade union facility time (page 12)

⁵ Trade union facility time survey (LGA) (page 16)

<http://www.local.gov.uk/documents/10180/12119/Trade+Union+Facilities+Time+Survey+%28PDF+%2C%2021+pages%2C%20169KB%29/2585e54d-10fd-42b1-acfb-e70ce8ed2da3>