

Looked After Children Pupil Premium Grant Guidance 2019-20 Financial Year

For the 2019-20 financial year, the DfE have allocated local authorities a provisional amount of £2300 per eligible child, as per the [Pupil Premium 2019 to 2020: conditions of grant](#).

Norfolk process for the allocation of PPG funding:

Mainstream schools

- A termly allocation of **£600** will be paid to the school for each eligible pupil, upon completion and sign off of the current term's PEP by the Virtual School team.
- If a PEP has taken place and been signed off in the first half of term, funding will be paid in the second half of term.
- If a PEP has taken place and been signed off in the second half of term, funding will be paid in the first half of the following term.
- The remaining £500 per eligible pupil will be retained centrally by the Virtual School to meet demand for additional support for individual children or to fund projects.
- An invoice is required from out of county schools to transfer the funding.

Independent Specialist schools and Alternative Providers

- Funding will only be paid to independent special schools in exceptional circumstances. This is because the provision required by pupils in these settings is agreed at the time of placement and already paid in full by Norfolk County Council. Exceptional circumstances are identified through the young person's needs and identified support, in addition to what the provider would reasonably be expected to provide. Approved funding will not be paid until the PEP has been signed off by the Virtual School.

Summer Term Allocation

- For pupils in Years 6 and 11 in the summer term, we will not automatically allocate funding for any PEPs that take place after May half term. Where a transition package is being supported, funding can be requested using our exceptional funding application forms.

Exceptional funding requests

- If a requirement for funding in excess of the termly allocation is identified, schools should complete the *Exceptional Pupil Premium Grant Request Form* (available from the Virtual School). Applications for larger projects or group interventions should also be made using this form.

- All exceptional funding requests MUST be discussed with a Virtual School Adviser. If you are unsure who the Adviser would be, please contact the Virtual School (details below)
- Exceptional requests for funding should be submitted as follows:
 - Norfolk schools - via Perspective Lite
 - Out of County/independent schools - via our secure email: cs.virtualschoolcic.gcsx@norfolk.gcsx.gov.uk
- All exceptional funding requests will be considered at a monthly meeting, following which schools will be notified of the outcome.

General information

- The **final deadline** by which exceptional funding applications must be received by the Virtual School is Friday **14th February 2020**. Where applicable, invoices should also be submitted by this date.
- It is an OFSTED requirement that schools evidence how the pupil premium is spent and how it benefits looked after children. Schools are advised to ensure that every PEP includes smart targets, any exceptional funding allocated and clear evidence of impact on children's achievement of all pupil premium funding.
- The funding is to provide additional support and should not meet costs which should be funded elsewhere. This includes the entitlement set out in the *SEND code of practice: 0-25 years*, published in June 2014
- In all cases we reserve the right to recoup the funding if there is evidence that the funding is not being used to address the specific needs of the looked after child.

Pupil Premium for children adopted from care or who have left care

Children who have ceased to be looked after by a local authority in England & Wales because of adoption, a special guardianship order, a child arrangements order or a residence order are referred to as 'Post-LAC' in the conditions of grant.

Schools will receive £2,300 for each eligible pupil direct if the pupil has been recorded as post-LAC in the January school census and alternative provision census and to be eligible the child must have been looked after immediately prior to their current status. It is for schools to verify to their satisfaction that the parent/carer declaration is accurate.

This is a separate grant and outside of the process for looked after children as described above and not the remit of the Virtual School for Children in Care. There is no requirement to hold PEP meetings.

You can contact us on:-



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clare.farrant@norfolk.gov.uk

You can also [find out more](#) on our website at:-



www.virtual-school.org.uk



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