

## **Pupil Premium Grant for Norfolk's looked after children – Frequently Asked Questions 2019-20**

### **What happens if a pupil moves school within a school term?**

Any payments of £600 made as a result of completion and sign off of the termly PEP would not usually be recouped where a child moves within a school term. However, if the school has received additional funding as a result of an exceptional funding application the Virtual School reserves the right to recoup any monies not utilised. Each case will be dealt with on an individual basis.

The receiving school can submit an exceptional claim for funding, based on the targets set within the new PEP.

### **What happens if a pupil new to care joins the school during the term?**

The statutory guidance states that the PEP should be initiated within 10 working days of a child or young person coming into care. Subsequent to the meeting taking place and the PEP documentation completed and signed off by the Virtual School team, the £600 will be allocated to the school to assist with the transition and any targets within the PEP.

### **What happens if a pupil has more than one PEP in a term, at the same school?**

There will only be one automatic allocation of £600 per term.

### **How should schools apply for pupils in Years 6 and 11 who are due to transition to secondary school or further education?**

It is good practice to hold a PEP meeting early in the final term before the pupil transitions. The £600 will only be automatically allocated if the PEP takes place before the May half-term. For PEPs held after this date, an exceptional funding application will be required to access the funding. It is expected that the £600 allocated for the Summer Term would support any preparations for end of year events and transition to secondary or further education. We may ask for evidence of how this funding has been allocated.

### **Is a student who is held back a year entitled to pupil premium funding when they reach Year 11?**

You can use the funding for children that have been back-classed and are now outside of the normal age range for Pupil Premium funding.

**How do I apply for funding for any pupils on my school roll who are in the care of another local authority?**

Pupils educated in Norfolk but 'Looked After' by another authority will have their Pupil Premium paid by that authority. Each authority will have their own guidance which may differ from Norfolk Virtual School and you should contact the Virtual School Head of the relevant authority for clarification on the process.

**Does the Virtual School oversee pupil premium funding for children adopted from care or who have left care?**

**No, this grant is outside the remit of this policy.** The pupil premium for the 2019-20 financial year will include pupils recorded in the January 2019 school census and alternative provision census who were looked after immediately before being adopted, or who left local authority care on a special guardianship order or child arrangements order (previously known as a residence order). These are referred to as post-LAC and £2,300 funding is **paid directly to schools** where the adoptive parents have disclosed the legal status of the child and schools have completed this information on their January Census return.

**What is the process for pupils who previously qualified for Free School Meals Funding?**

Pupils who would qualify for FSM6 funding (Free School Meals eligibility within the last 6 years) and who have become LAC will **not** be funded through FSM6 funding, but through the looked after children allocation process.

**Does the Virtual School Head have to give £2,300 to schools or can they give a higher or lower amount?**

The conditions of grant state that the fund must be managed by the Virtual School Head. There is a strong expectation that Virtual School Heads will pass pupil premium funding onto a child's education setting to be used to meet additional needs set out in the Personal Education Plan. It is for them to decide whether to provide £2,300 to a school for a looked after child or a higher or lower amount. Funding retained centrally can be used for projects to benefit looked after children

**Can money be spent on school trips?**

Schools are automatically allocated £600 per looked after child on completion and sign off of the termly PEP by the Virtual School. It is the school's responsibility to allocate this funding to the interventions that they prioritise for the child, for their educational benefit and educational needs. In the majority of cases, we would expect that there are alternative interventions which would have greater impact on educational needs, than clubs and trips. Any use of PP+ funding needs to be recorded within the targets section of the PEP, to demonstrate the impact of the intervention.

In deciding how to use the Pupil Premium Plus, schools will want to understand and take account of the particular needs of the young person. However, the money is not ring fenced and does not have to be spent on the individual child. The DfE introduced this flexibility so that schools can get maximum impact from the funding.

The DfE encourages schools to use robust evidence in making decisions about how to spend the funding to support previously looked after children. It is up to each individual school to decide how to spend the initial allocation although it is good practice to discuss how funding is spent at the PEP.

Exceptional funding will not be agreed to fund school trips.

### **Can money be spent on 1:1 support for an individual child?**

In exceptional circumstances, 1:1 funding may be agreed for a time limited period. There will need to be a clear plan detailing why the support is required. Funding will only be agreed once this information is available. Where it is envisaged that 1:1 support is required for an extended period, there should be discussions about suitability of placement or whether an EHCP is required.

In requesting 1:1 funding, it will be important to consider implications if the young person is no longer looked after or where they are due to transition to a different setting where 1:1 support may not be available.

Where exceptional funding is agreed in principle for more than a term, it is expected that a termly review will take place. Schools will need to submit a separate application for each term's funding, showing a review of impact of the previous term, to release further funding.

### **Can money be spent on laptops or tablets?**

Funding can be spent on laptops but schools are responsible for ensuring ESafe monitoring software is installed. Where an application for exceptional funding is approved, one of our ICT technicians will be in contact to arrange this.

We do not encourage the purchase of tablets as ESafe monitoring software cannot be installed. Where a tablet is considered the most suitable device, schools are responsible for monitoring the use and ensuring that an appropriate monitoring agreement is in place with carers, if the device is taken home.

In all cases, schools are responsible for ensuring that the child or young person has received appropriate E-Safety training.

### **Is there anything pupil premium should not fund?**

Pupil Premium for looked after children should not be used to cover interventions which should be funded elsewhere. This includes the entitlement set out in the *SEND code of practice: 0 – 25 years*, published in June 2014.

### **Can the foster carer be given the pupil premium funding to spend?**

The Virtual School Head manages pupil premium funding to support the education of looked after children as set out in the Personal Education Plan. It should not be used for activity the local authority should normally be expected to fund as the corporate parent, such as support for foster carers. Foster carers however, have an essential role in supporting the education of the children for whom they care. Foster carers can therefore make a valuable contribution to decision making.

### **Can the Virtual School Head pool funding for some of the authority's looked after children?**

The Department for Education expects Virtual School Heads to manage the pupil premium to ensure that it promotes the educational achievement of all the children looked after by the authority. It may be appropriate to pool some pupil premium for activities to benefit the authority's looked after children more holistically. For example, it might be appropriate to provide training for a group of designated teachers across the authority or a group of Teaching Alliance schools. Equally, a Virtual School Head might negotiate with a school regarding pooling pupil premium funding for looked after children with the school's pupil premium to provide an enhanced and more intensive package of support for disadvantaged children generally.

Any funding not passed down to schools by the end of the financial year will have to be returned to the Department. No money can be carried forward to the next financial year.

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#### ***You can find out more at:-***



[www.virtual-school.org.uk](http://www.virtual-school.org.uk)



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