

Looked After Children Pupil Premium Grant Guidance 2021-22 Financial Year

For all allocated PP+ funding, including automatic allocations and exceptional funding requests, the **PEP targets must identify how the money will be spent and the cost of the intervention.**

Local Authority funded schools and academies

- 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.
- An invoice will be requested from out of county schools to transfer the funding. **If an invoice is not provided by the specified deadline, it will be assumed that the funding is no longer required and it will be reallocated. Schools will not be chased for invoices.**
- Funding will not be automatically allocated in the summer term for Yr11 pupils, where the PEP takes place after May half term. Schools will be able to request exceptional funding if necessary.

Independent schools and Alternative Providers

- Funding will only be paid to independent schools in **exceptional circumstances** as 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 setting would reasonably be expected to provide.
- An invoice will be requested from independent schools to transfer the funding. **If an invoice is not provided by the specified deadline, it will be assumed that it is no longer required and the funding will be reallocated. Schools will not be chased for invoices.**

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* (only available from the Virtual School). Applications for funding for projects or group interventions should also be made using this form.
- All exceptional funding requests **MUST** be discussed with a Virtual School Adviser and submitted before an intervention is put in place as funding is never guaranteed. If you are unsure who the Adviser is, please contact the Virtual School (details below).

- It is a condition of exceptional funding that a case study template is completed at the end of the intervention, to help us to monitor impact. Anonymised case studies may be shared on our website.
- Exceptional requests for funding should be submitted as follows:
 - Norfolk schools - via Perspective Lite
 - Out of County/independent schools - via our secure email: virtual.schools@norfolk.gov.uk
- **Termly deadlines** for exceptional funding applications are set out below.
Retrospective applications received after these dates will not be considered:
 - Summer Term – Friday 9th July 2021
 - Autumn Term – Friday 3rd December 2021
 - Spring Term – Friday 11th February 2022
- All exceptional funding requests will be considered at a panel meeting, following which schools will be notified of the outcome.
- There are some requests for which exceptional funding won't be agreed –see FAQs within the Pupil Premium section on our website.

General information

- Pupil Premium Grant funding is intended to provide additional support. It is not emergency funding 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.
- It is a DfE requirement and an OFSTED expectation that schools evidence how the pupil premium is spent and how it benefits looked after children. Schools must 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.
- In all cases we reserve the right to recoup the funding if it is not being used to address the specific needs of the looked after child, as identified in the PEP.

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 immediately prior to adoption, a special guardianship order, a child arrangements order or a residence order are referred to as 'Post-LAC' in the conditions of grant.

This is a separate part of the grant accessed via the October school census. The funding is outside of the process for looked after children as described above and not the remit of the Virtual School. Further guidance is available on our website.

You can contact us on:-



01603 307769



clare.farrant@norfolk.gov.uk

You can also find out more on our website at:- www.schools.norfolk.gov.uk/virtualschoolac



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