

Notice of Schools Forum



Date: Tuesday, 6 February 2024 at 10.00 am

Venue: Committee Room, First Floor, BCP Civic Centre Annex, St Stephen's Rd, Bournemouth BH2 6LL

Membership:

Chairman:

Geoff Cherrill Maintained Special

Vice-Chairman:

| | |
|------------------|-------------------------------|
| Patrick Earnshaw | Academies - Secondary |
| Kate Carter | Academies - Primary |
| Esther Curry | Academies - Primary |
| Kate Curtis | Academies - Primary |
| Sean Preston | Academies - Primary |
| Heather Spring | Academies - Primary |
| VACANCY | Academies - Primary |
| Vacancy | Academies - Primary |
| Mark Avoth | Academies - Secondary |
| P Gray | Academies - Secondary |
| M Dyer | Academies - Secondary |
| J Sankey | Academies - Secondary |
| Natasha Ullah | Academies - Secondary |
| Ben Doyle | All Through Academies |
| Jon Webb | Special Academies |
| Russell Arnold | Alternative Provision Academy |
| Brigid Hincks | Maintained Primary (Governor) |
| Chris Barnett | Maintained Secondary |
| Phillip Gavin | Mainstream PRU |
| Vicky Peters | Early Years |
| Linda Duly | Early Years |
| Dorian Lewis | 14-19 Provision |
| Vacancy | Catholic Diocese |
| Richard Wharton | C of E Diocese Representative |

All Members of the Schools Forum are summoned to attend this meeting to consider the items of business set out on the agenda below.

Members of the public may attend this meeting in person at the venue listed above. Papers can be found at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=5896>

If you would like any further information on the items to be considered at the meeting please contact: Claire Johnston email democratic.services@bcpCouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 454668 or email press.office@bcpCouncil.gov.uk

GRAHAM FARRANT
CHIEF EXECUTIVE

30 January 2024

DEBATE
NOT HATE



Available online and
on the Mod.gov app

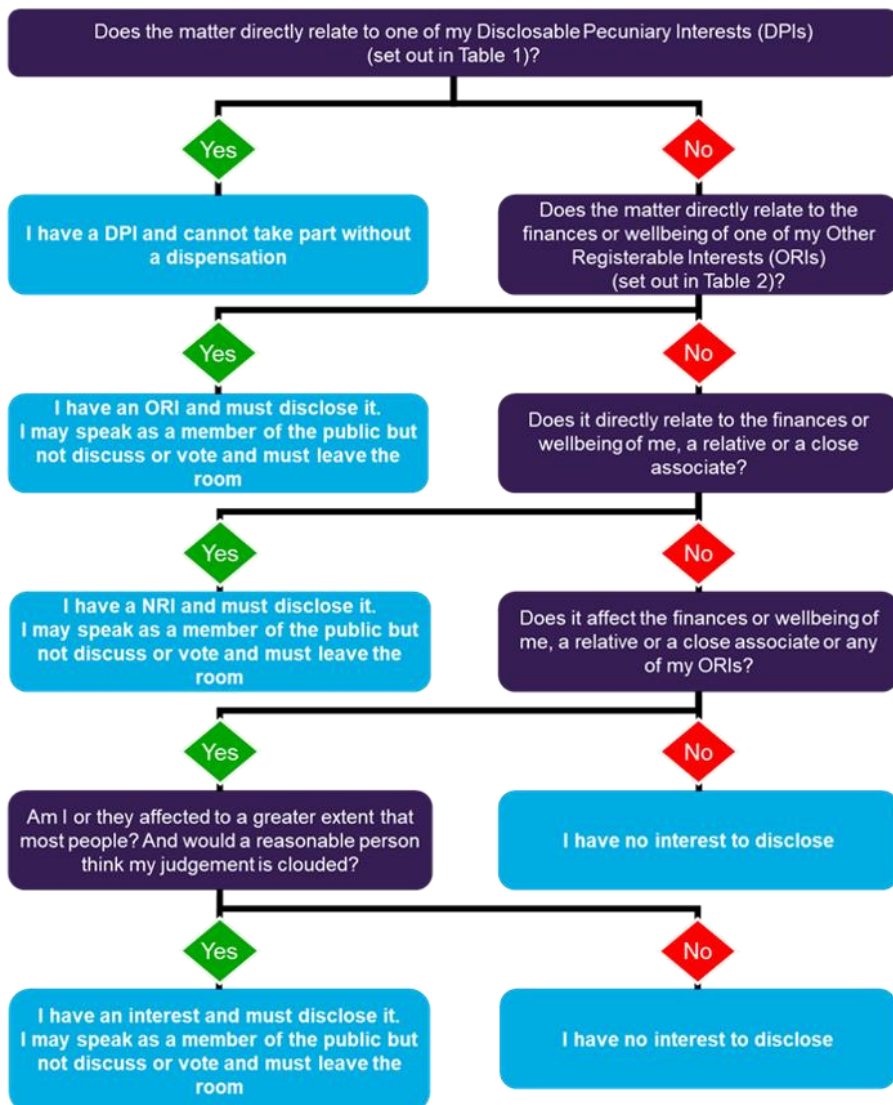


Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer
(janie.berry@bcpcouncil.gov.uk)

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

Items to be considered while the meeting is open to the public

1. Apologies for Absence

To receive any apologies for absence.

2. Declarations of Interest

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance. Declarations received will be reported at the meeting.

3. Minutes of the Previous Meeting

5 - 10

To confirm the minutes of the previous meeting, held on 15 January 2024, as a correct record.

4. Looked After Children Pupil Premium Arrangements 2024-25

11 - 22

This report accompanies the document called the BCP Pupil Premium (PP+ and PP+ post 16) policy April 2024 to March 2025. The policy is in draft format and aims to inform the reader of our intention to spend the grant funding provided by the DfE including allocation to schools and central retention.

5. Early Years Single Funding Formula 2024-25

To Follow

6. Forward Plan

23 - 24

To consider and note the Forward Plan

7. Dates of Future Meetings

All Forum meetings are scheduled for 10.00am on Mondays as follows:

- 24 June 2024
- 23 September 2024
- 18 November 2024
- 13 January 2025
- 23 June 2025

8. Any Other Business

To consider any other business, which, in the opinion of the Chairman, is of sufficient urgency to warrant consideration.

No other items of business can be considered unless the Chairman decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

SCHOOLS FORUM

MONDAY, 15TH JANUARY, 2024

Present: Geoff Cherrill (Maintained Special) – **Chairman**
Patrick Earnshaw (Academies - Secondary) – **Vice-Chairman**

Kate Carter, Academies - Primary
Esther Curry, Academies - Primary
Kate Curtis, Academies - Primary
Sean Preston, Academies - Primary
Heather Spring, Academies - Primary
Mark Avoth, Academies - Secondary
Paul Gray, Academies - Secondary
Michelle Dyer, Academies - Secondary
James Sankey, Academies - Secondary
Natasha Ullah, Academies - Secondary
Sian Thomas, Special Academy
Ben Doyle, All Through Academies
Russell Arnold, Alternative Provision Academy
Brigid Hincks, Maintained Primary (Governor)
Phillip Gavin, Maintained PRU
Vicky Peters, Early Years
Linda Duly, Early Years
Dr Dorian Lewis, 14-19 Provision
Jon Webb, Special Academies
Richard Wharton, C of E Diocese Representative

Also in Attendance: Councillor Richard Burton

Officers in attendance: Amanda Gridley, Early Years Services Manager
Jo Collis-Heavens, Finance Manager Children's Services
Steve Ellis, Management Accountant Education Services
Tanya Smith, Head of School Planning and Admissions
Nicola Webb, Assistant Chief Financial Officer
Sharon Muldoon, Interim Director of Education
Cathi Hadley, Corporate Director for Children's Services
Paul Reidy, Project Manager (Major Change & PPMO)

12 Apologies for Absence

There were no apologies received.

13 Declarations of Interest

There were none received on this occasion.

14 Minutes of the Previous Meeting

The minutes were approved as a correct record subject to the inclusion of Cllr R Burton in the list of attendees.

The Chair placed on record thanks to officers involved in bringing the requested options forward to this meeting.

15 Dedicated Schools Grant Settlement and Draft Budget 2024-25

The Assistant Chief Finance Officer presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'A' to these Minutes in the Minute Book. The early years block is to be considered at the February 2024 meeting. The Forum was advised that the DSG Settlement for 2024-25 was received on 19 December 2023. It included indicative allocations for the early years block reflecting the new free entitlements in 2024-25. The final allocations for the school's block based on the October 2023 schools census with the increase in funding through the schools NFF at £5.1m was included. Higher funding values account for £4.3m with additional pupils at census providing a further £0.8m. There was a slight increase in pupil numbers at the secondary level and a decrease in primary which affected the overall funding level. Funding for in-year pupil growth at September 2024, had increased by £83,000 compared with last year. Allocations for the central school services block provided an increase of £55,000 compared with last year for on-going LA functions with the previous levels of funding not yet restored for historic commitments.

Allocations for the high needs block were increased slightly. A draft DSG budget for 2024-25 was provided in the Appendix to provide context for decisions. It was agreed by the Forum in December that only the surplus school block funding could be transferred. The funding gap for high needs pupils was projected to be £29m in the absence of additional funding sources.

There had been a delay in the new value for licenses paid for by the DfE on behalf of schools, which would require an adjustment to the budget when the figures were known.

The report also includes budget monitoring information for quarter three 2023-24. This indicates that the accumulated DSG deficit is projected at £63m for March 2024, rising to £92m by March 2025.

The Chair sought clarification that the surplus funding which could be transferred as outlined in the report was £0.4 million. This was confirmed.

RESOLVED that

1. **The contents of the report be noted.**
2. **The budgets within the central schools services block (CSSB) be agreed (as outlined in Table 3, paragraph 21 of the report).**

Voting: Nem. con.

16 DSG Management Plan 2024 to 2039

The Assistant Chief Finance Officer presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'B' to these minutes in the Minute Book. This report provides the detail of the updated DSG management plan submitted to the DfE for consideration as part of the DfE Safety Valve (SV) programme. The DSG accumulated deficit had grown rapidly from £3.6m brought forward from the preceding councils in April 2019 to £36m by March 2023, with £63m estimated for March 2024.

The high needs funding annual gap is estimated at £27m in 2023-24. The updated DSG management plan is projecting a further rise to £29m in 2024-25 before it starts to reduce gradually over the remaining years of the 15-year plan. The estimated accumulated deficit at March 2025 is £92m without other funding sources being secured. The 15-year plan as included within the confidential appendix to the report included a 0.5 percent transfer for 2024/25 and 1 percent each year after this, which balances the high needs block within 15 years with contributions from the schools block. It was expected that the plan with the

parameters as outlined was quite unlikely to be agreed by the DfE as part of the Safety-Valve Programme

It was confirmed that a 5-year plan was requested by the DfE but the modelling for this was not achievable and the 15 year plan as modelled was more realistic. It was noted that the statutory override against the deficit was due to run out in March 2026.

It was confirmed that the transfers outlined in the plan would need to be agreed by the Forum on an annual basis.

In response to a question, it was confirmed that a range of officers and members were involved in the production of the plan through a Safety Valve Board and that no headteachers were involved in the production of the plan.

It was confirmed that the impact of the 0.5 percent transfer and the 1 percent transfer for schools was modelled within the next paper. It was confirmed that this was 1 percent in total not additional to the 0.5 percent.

The Chair noted that this was a complex and high-level discussion and that in future it would be helpful to give consideration to discussions of this with headteachers in advance via Schools Forum members.

RESOLVED that the information in the report be noted.

Voting: Nem. Con.

17 Mainstream School Funding and Transfer to High Needs 2024/25

The Assistant Chief Finance Officer presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'C' to these minutes in the Minute Book. The Forum was advised that the report set out the outcome of applying the 2024-25 National Funding Formula (NFF) to the October 2023 schools census data and options for the local mainstream schools funding formula linked to a transfer of funding to high needs. The Forum was also advised of the 2024-25 growth fund budget which was included for approval. According to the Policy agreed in December there was just under £400k available for transfer. It had been requested at the December meeting that the total amount to close the gap was modelled. It was noted that this was not achievable and not something the local authority was planning to do. The 1 percent option was also modelled but it was really only option 2 (0.5 percent) which was relevant. The Forum was asked for its thoughts on options outlined at 2a, 2b and 2c in the paper for the transfer of funding to the high needs block if the DfE was minded to agree this despite the decision of the schools Forum. The Forum was reminded that there was also a need to agree level of growth fund. It was noted that 0.5 percent would not require DfE approval if agreed by the Forum. Anything above this amount would require approval from the DfE or if the 0.5 percent was not agreed by the Forum.

The Forum was reminded that it was agreed in the previous year to transfer the small surplus to the early years budget but a 0.5 percent transfer was not agreed.

The Chair outlined the options within table 7 of the report and the issues which needed to be considered by the Forum.

The Chair went on to outline the central growth fund for 2024/25 and sought agreement for this from the Forum. This was agreed before proceeding to consideration of the other options outlined within the report. The Chair advised that he had been communicating with Head Teachers and there had been a number of questions raised which the Chair would draw together outside of the meeting and provide with the minutes.

Feedback from the Primary Heads was that historically SEND and Social Care systems had been struggling and schools had been compensating for this. The view of primary heads was that cutting funding further it would be very difficult for schools to manage and create more

problems for Head Teachers. It would have been easier for schools to accept this action if the systems performance was better. There were also impacts on school budgets for falling pupil numbers and the partially funded pay increases. However, the biggest pressure in mainstream schools was on SEND. Schools had to resource this from their own budgets and once funding was secured it wasn't backdated. Even a 0.5 percent transfer would be a serious challenge for primary schools. It would have been prudent to involve head teachers in discussions before the plan was submitted.

The feedback from the consultation was that there shouldn't be a further transfer at 0.5 percent. The Chair confirmed that the wider headteacher community was opposed to the transfer the SF members can vote as they wish. It was noted that there would need to be a vote on the proposed transfer.

It was noted that feedback so far was that head teachers did not support any kind of transfer due to the very severe implications on schools budgets moving forwards. The full allocation of the funding schools expected was seen as essential for the continuation of schools in BCP. A strategy to reduce costs in the long term was needed. The scale of the problem appeared to be increasing. There was concern that schools would be impacted adversely and a plan in place which did not succeed in achieving its objectives.

In accordance with recommendation 3. in the report to agree a level of transfer for the schools NFF to high need, the Chair took a vote on the transfer of 0.5 percent.

Voting: 0 in favour, 4 abstentions

For clarity the Chairman also took a vote on the transfer of an additional 0.5 percent for a 1 percent total transfer.

Voting: 0 in favour 4 abstentions.

Therefore the Schools Forum did not agree a level of transfer from the schools NFF to high needs but it was:

RESOLVED

- 1. That none of the proposals presented to Schools Forum be recommended to Council from Schools Forum.**
- 2. That the growth fund budget requirement of £134,000 as set out in paragraph 17 of the report be agreed.**

The Chair advised that the Forum had agreed previously that surplus be used for a specific reason and suggested that a conversation be had as soon as possible in terms of use of the approximately £400,000 of surplus.

The Forum was advised that should the Council and the DfE go against the recommendation of the Forum and agree a 0.5 percent transfer, a recommendation from Forum was needed to decide how that transfer should be made.

The Forum's attention was drawn to section 35 of the report which outlined what appeared to be the preferred method through the consultation which excluded minimum per pupil funding levels being reduced and added capping for the highest gains. It was noted that section 6 of the report indicated some extreme impacts for some schools. It was noted that when the consultation took place schools did not know what the impact would be following the schools census.

The complexities of the situation were highlighted in terms of the demographic changes. It was suggested that all schools contributing a little rather than a few contributing a lot would be a

preferable outcome. If the Schools Forum recommended this option (option a) this would also need approval from the DfE as this would mean going below the minimum per pupil funding levels.

It was acknowledged that the view of the Forum was that no transfer was wanted. It was confirmed that options 1 and 3 were no longer relevant.

A vote was taken on options 2a, 2b and 2c as outlined in the report:

Option 2a – 7 in favour

Option 2b – 6 in favour

Option 2c – 1 in favour

There were 3 abstentions.

The Chair recommended that there should be communication with all school head teachers particularly noting the very equitable split within the voting for these options and the outcome of the previous consultation.

It was asked that it be clarified with head teachers as soon as possible if a request for a 0.5 percent transfer is made to the DfE.

18 Maintained school services – de-delegation and central retention

The Project Manager presented a report, a copy of which had been circulated to each Member and a copy of which appears as Appendix 'D' to these minutes in the Minute Book. The Forum was advised that of proposals for the central retention of services where the LA retains a statutory duty to undertake activity to support maintained schools only (both mainstream and specialist) and the de-delegation of services applicable only to mainstream schools. These are services where schools retain the statutory duties, but better efficiency could be achieved through central delivery by the LA. One response was received from a maintained school and one from special schools. Both responses were in favour.

RESOLVED

- 1. That the retention rates per pupil and budgets for LA duties supporting maintained schools as set out in paragraphs 8-10 of the report be agreed**
- 2. That separately for primary and secondary, the de-delegation of funding for school improvement duties as set out in paragraphs 11-12 of the report be agreed.**

Voting: Unanimous

19 Forward Plan

The Chair reminded the Forum that there may be a need for an additional meeting in February as mentioned previously. The remainder of the Forward Plan was noted.

20 Dates of Future Meetings

The dates for future meetings were noted as outlined in the papers.

21 Any Other Business

There was no other business advised of on this occasion.

22 Exclusion of the Public and Press

Monday, 15th January, 2024

The meeting moved into a non-public session to consider the confidential appendix to agenda item 5 – DSG Management Plan 2024-25.

There were no further comments on the appendix.

Duration of the meeting: 10.10 - 11.40 am

**Chairman at the meeting on
Monday, 15 January 2024**

SCHOOLS FORUM



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|----------------------------|---|
| Report subject | Looked After Children Pupil Premium Arrangements 2024-25 |
| Meeting date | 6 February 2024 |
| Status | Public Report |
| Executive summary | This report accompanies the document called the BCP Pupil Premium (PP+ and PP+ post 16) policy April 2024 to March 2025. The policy is in draft format and aims to inform the reader of our intention to spend the grant funding provided by the DfE including allocation to schools and central retention. |
| Recommendations | <p>It is RECOMMENDED that:</p> <p>The contents of the draft policy are noted for information purposes and members ask any questions for clarity of content. Feedback from members is welcomed for consideration pending a final version of the policy to be produced in March after DfE guidance is released.</p> |
| Reason for recommendations | To ensure compliance with the conditions of grant. |

| | |
|----------------------|--|
| Portfolio Holder(s): | Richard Burton – Children and young people. |
| Corporate Director | Cathi Hadley – Children's Services. |
| Report Authors | Luana Girling – Virtual School Lead for educational interventions, assurance and safeguarding. |
| Wards | Council-wide |
| Classification | For Information |

Background

1. Annually, the Virtual Schools is provided with grants from the DfE to support the educational outcomes of Looked after Children. The conditions of the PPG+ grant stipulate that 'processes for allocating the funds should be as simple as possible to avoid delay. The policy document attached stipulates the process and covers this specific section of the grant conditions.
2. The PP+ post 16 grant has been part of a pilot project since 2021 issued under a letter of agreement (not statutory guidance). This grant is now a universal grant for all Local Authorities and for 24-25 we expect grant conditions to be within the PP+ statutory guidance document due to be published at the end of March 24.

Options Appraisal

3. N/A as this report is for information only.

Summary of financial implications

4. N/A as this report is for information only.

Summary of legal implications

5. N/A as this report is for information only.

Summary of human resources implications

6. N/A as this report is for information only.

Summary of sustainability impact

7. N/A as this report is for information only.

Summary of public health implications

8. N/A as this report is for information only.

Summary of equality implications

9. N/A as this report is for information only.

Summary of risk assessment

10. N/A as this report is for information only.

Background papers

DfE Grant conditions for 24-25 will not be finalised until March 24. This link is for the current financial years grant conditions by way of example.

[Pupil premium: allocations and conditions of grant 2023-24 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/91444/pupil-premium-allocations-and-conditions-of-grant-2023-24.pdf)

Appendices

BCP Pupil Premium (PP and PP+) policy April 2024 to March 2025 (draft version 1.1)



PUPIL PREMIUM (PP+ AND PP+ POST 16) POLICY APRIL 2024 - MARCH 2025

BCP Education services

BCP Virtual School

Author: Luana Girling

Version: V1.1

Date: Jan 24

1. INTRODUCTION

1.1 The Local Authority has a statutory duty to appoint someone (called the Virtual School Headteacher VSH) who holds the responsibility for promoting the educational achievement of Looked After Children (LAC). This includes 'maintaining accurate and up-to-date information about how they are progressing at school and taking urgent and individual action when they are not achieving well'. This also includes promoting the educational achievement of PLAC in their area by providing information and advice to:

- any person that has parental responsibility for the child
- providers of funded early years education, designated teachers for previously looked after children in maintained schools, academies, and other educational establishments
- any other person the authority considers appropriate for promoting the educational achievement of relevant children

1.2 In Bournemouth, Christchurch and Poole, the Virtual School do not use the terms Looked after Children (LAC) or previously Looked after Children (PLAC). Instead, we use Children in Care (CIC) and Care experienced Young People (CEYP) in all documentation produced.

1.3 The 'Pupil Premium 2024-2025 Conditions of Grant'¹ document informs us that school age CIC attract a Pupil Premium plus (PP+) grant of £2570.

1.4 The 'Early Years entitlements: Local Authorities funding of providers operational guide 2024-2025'² provides guidance for funding providers to deliver the Early Years entitlements in the financial year 2024 to 2025. Section 8.5 covers the Early Years pupil premium. For Early Years, the amount is equivalent to at least £353 per year.

1.4 'Promoting the education of LAC and Previously Looked After Children (PLAC) statutory guidance for local authorities'³ dated February 2018 gives clarity on how this separate grant should be managed and these funds are not within the remit of this policy.

1.5 In June 2021 the duty was extended to cover the promoting the education of children with a social worker and children in kinship care arrangements⁴. These children are identified as Children in Need (CIN) or Children subject to Child Protection Plans (CP). This duty is of a strategic nature and does not involve any 'case work' with individual children. Separate funding is provided for this duty and these funds are not within the remit of this policy.

1.6 In October 2021, the Virtual School was successful in bidding for pilot funding to support children in the Post 16 phase. This funding was extended until Aug 23. Due to the success of the pilot programme this has now become a universal grant⁵ for all Virtual Schools from April 2024 onwards and is now within the remit of this policy.

¹ 24-25 terms of grant not yet published, to be added for final draft.

² [The Early Years entitlements: Local Authorities funding of providers operational guide 2024-2025 \(Nov 23\)](#)

³ [Promoting the education of looked-after and previously looked-after children \(February 2018\)](#)

⁴ [Promoting the education of children with a social worker and children in kinship care arrangements: virtual school head role extension](#)

⁵ Guidance on spending of the post 16 grant not yet published, to be added for final draft

2. RESPONSIBILITY AND ACCOUNTABILITY

2.1 The Virtual School holds responsibility and accountability for:

- making sure that there is a system to track and monitor the attainment and achievement of Children in Care
- ensuring that all Children in Care have a robust and effective Personal Education Plan (PEP) with access to appropriate support, including personal tuition where appropriate⁶
- championing the educational needs of Children in Care across the authority and those placed out-of-authority

2.2 In Bournemouth, Christchurch and Poole (BCP), the PP+ grant is managed by the Virtual School Head (VSH) and used to improve educational outcomes for Children in Care looked after by BCP. It is expected that schools and early years providers will use the funding to address pupils' identified needs as detailed in this policy and agreed in the child's PEP.

2.3 All expenditure of the PP+ grant is scrutinised annually by the Corporate Parenting Board in the January following the previous financial year end. The annual report is published for transparency purposes.

2.4 Schools who have CIC from other Local Authorities on their roll must contact the Virtual School of the relevant authority to request information on their policy for allocation of PP+. The name and contact details of other Virtual Schools can be requested from the BCP Virtual School team.

2.5 The Virtual School has a responsibility on behalf of the child's social worker to initiate a PEP meeting date via the ePEP system. Where a child is placed in an emergency, the PEP must be initiated within 10 working days of them becoming looked-after. We do this in partnership with the school/setting and the social worker. All future PEP meeting dates are agreed at the PEP meeting. Further details can be found in our process flowchart provided upon request.

2.6 There is an expectation that schools and settings will also engage with support and training offered by the Virtual School to ensure their Designated Teacher (DT) is best placed to serve the needs of all CIC. Attendance at DT networks will be monitored and any non-attendance may be discussed with Headteachers/Principals as appropriate. The Virtual School will support schools by offering training to all Governance/Trust Boards alongside a pro forma for the purposes of annual reporting to the Governance Board.

2.7 The Virtual School reserves the right to withhold funding allocations to schools if the conditions stipulated in section 4 of this policy are not met. However, support for schools/settings will be provided to ensure this is minimised. Any school/ setting whose funding has been withheld can challenge the decision by contacting the VSH. Any withheld funding subsequently released would be paid retrospectively in the following termly allocation payment.

3. ARRANGEMENTS FOR CENTRALLY RETAINED FUNDS

⁶ BCP use a secure online platform called ePEP provided by Welfare Call.

3.1 The Virtual School retains £570 of the annual £2570 grant for each school age looked after child and it is used to improve outcomes for all CIC to BCP, including those placed outside of BCP. Pupil outcomes and impact of the centrally retained funding is reported to the Corporate Parenting working group annually.

3.2 Expenditure of the centrally retained funds is planned strategically by the Virtual School Leadership team to support any educational activities deemed necessary for pupils from pre-school through to Year 11. All expenditure is monitored by the Central Finance Team for compliance with the conditions of grant.

3.3 The Virtual School retains £x of the annual £x grant for each post 16 looked after child and it is used to improve outcomes for all post 16 CIC to BCP, including those placed outside of BCP. Pupil outcomes and impact of the centrally retained funding is reported to the Corporate Parenting working group annually.

4. ALLOCATION OF FUNDING TO SCHOOLS

4.1 PP+ funding for school age CIC will continue to be allocated on a termly basis to enable funding to follow children who move schools during this period. Allocation will be based on what has been agreed with schools termly up to a notional amount of £2000 per year. Planned and actual spend amounts must be noted in the ePEPs termly with clearly identified, costed interventions linked to the targets set. Any planned interventions that spread across more than one term should only have each term's actual cost entered in the ePEP document for that term. Funds are unable to be paid in advance in case activities do not take place as planned and to ensure compliance with internal audit.

4.2 PP+ funding will only be allocated for pupils who have been in care for at least 3 weeks continuously and have had an ePEP completed. This is to reduce the risk of overspend through allocation to pupils who are looked after for brief periods with no agreed targets in place.

4.3 Allocation of funds will be subject to DTs and Social Workers completing high quality termly PEPs. All PEPs should include: a review on how the previous term's allocation has been spent; demonstration of outcomes/impact of previously set targets and funding and clearly costed new targets linked to the use of that term's requested allocation. The Virtual School team member responsible for each pupil will attend all PEP meetings. PEPs usually take place via telephone / video conference but can also be done face to face in schools if deemed necessary. Allocation of funds is also subject to the submission of any data collections requested by the Virtual School. All attendance data, progress data and end of Key Stage results are collected on our behalf by Welfare Call and all schools/AP providers are required to supply this data directly to Welfare Call. On occasion, there may be a request for other ad hoc data from the Virtual School Team members for specific project purposes, but this will be kept to a minimum.

4.4 The notional PP+ allocation for each school age CIC will be up to up to £2000 annually per financial year (April to March). This is paid termly subject to the conditions identified in 4.3. All funding is paid via BACs and remittance slips are issued. Any queries re funding can be directed to virtual.school@bcpcouncil.gov.uk

4.5 The Virtual School will also consider any proposal to use PP+ funds to direct pupils off-site for short term interventions as part of a joint-funding arrangement. Such interventions may reasonably be requested when there is clear evidence that a

temporary change in provision will be of benefit to the pupil. They must be time-limited and accompanied by a clear exit strategy that culminates in a successful reintegration to an appropriate full-time timetable. Schools will retain responsibility for safeguarding and quality assuring any off-site provision in accordance with the statutory guidance around the use of the B-code.

4.6 Where a school wishes to reduce a pupil's time in class by either instigating a part-time timetable or a bespoke provision, it may apply to the Virtual School for financial support in sourcing a suitable package. As in 4.5, any reduced provision must be time-limited, with clear objectives and time scales pertaining to a successful return to full-time education. The Virtual School provides a reintegration planning tool which should be used to track and monitor any short-term Alternative Provision arrangements.

4.7 PP+ funding will not be allocated to schools offering highly specialist residential provision that is funded by the LA. Appropriate provision for achieving the highest educational outcomes for these CIC will be stipulated at the point of commissioning a contract for placement.

5. ALLOCATION OF FUNDING TO EARLY YEARS SETTINGS

5.1 The BCP Virtual school does not hold funding for Early Years settings. The payment of Early Years PP+ is within free entitlement payments to settings managed by the Early Years support teams. Please contact them for further information. There is an expectation that this funding will be used to support the staffing costs for contribution to completing termly PEPs and monitoring of any interventions in place.

5.2 Some children in Early Years settings are placed with carers who are not eligible for the full 30 hours free early education entitlement. This is usually due to the carer's inability to undertake any other 'paid work' as their main occupation is that of being a carer, often for more than one child. In these circumstances, the Virtual School would consider awarding funding to the setting for extra hours that would benefit the child's education and to enable the child to be more 'school ready'. This would not apply if the extra hours sole purpose was to increase childcare provision.

Some of the following criteria would also need to apply:

- The child must be due to start school in the forthcoming September
- The child is behind their peers educationally within the EYFS framework
- The child would benefit from additional hours to support their learning and development.
- Additional hours would support the child's daily routine to be school ready

5.3 The need for an allocation of funding to meet specific interventions would be agreed by all parties during the child's termly PEP meeting and detailed within the completed ePEP. Funding would be approved by the Virtual School during the QA process, paid via BACs to settings termly and remittance slips are issued.

6. ALLOCATION OF FUNDING TO POST 16 PROVIDERS

6.1 Post 16+PP funding for post 16 CIC (up to the age of 18) will be allocated on a termly basis to enable funding to follow students who move providers during this period. Allocation will be based on what has been agreed with providers termly up to a notional amount of £x per year. Planned and actual spend amounts must be noted in the ePEPs termly with clearly identified, costed interventions linked to the targets set. Any planned interventions that spread across more than one term should only have each term's

actual cost entered in the ePEP document for that term. Funds are unable to be paid in advance in case activities do not take place as planned and to ensure compliance with internal audit.

6.2 Post 16 PP funding will only be allocated for students who have been in care for at least 3 weeks continuously and have had an ePEP completed. This is to reduce the risk of overspend through allocation to students who are looked after for brief periods with no agreed targets in place.

6.3 Allocation of funds will be subject to the termly completion and submission by social workers and DTs, of high quality ePEPs that include: a review on how the previous term's allocation has been spent; demonstration of outcomes/impact of previously set targets and funding and clearly costed new targets linked to the use of that term's requested allocation. The Virtual School team member responsible for each student will attend all PEP meetings. PEPs usually take place via telephone / video conference but can also be done face to face in providers premises if deemed necessary. Allocation of funds is also subject to the submission of any data collections requested by the Virtual School. All attendance data, progress data and end of Key Stage results are collected on our behalf by Welfare Call and all post 16/AP providers are required to supply this data directly to Welfare Call. On occasion, there may be a request for other ad hoc data from the Virtual School Team members for specific project purposes, but this will be kept to a minimum.

6.4 The notional Post 16 PP allocation for each post 16 CIC (up to the age of 18) will be up to up to £x annually per financial year (April to March). This is paid termly subject to the conditions identified in 6.3. All funding is paid via BACs and remittance slips are issued. Any queries about funding can be directed to virtual.school@bcpcouncil.gov.uk

6.5 The Virtual School will also consider any proposal to use Post 16 PP funds to direct students off-site for short term interventions as part of a joint-funding arrangement. Such interventions may reasonably be requested when there is clear evidence that a change in provision will be of benefit to the student. They must be time-limited and accompanied by a clear exit strategy that culminates in a successful reintegration to an appropriate full-time timetable. Providers will retain responsibility for safeguarding and quality assuring any off-site provision in accordance with any statutory guidance applicable to the provider.

6.6 Where a provider wishes to reduce a student's time in class by either instigating a part-time timetable or a bespoke provision, it may apply to the Virtual School for financial support in sourcing a suitable package. As in 6.5, any reduced provision must be time-limited, with clear objectives and time scales pertaining to a successful return to full-time education. The Virtual School provides a reintegration planning tool which should be used to track and monitor any short-term Alternative Provision arrangements.

6.7 Post 16 PP funding will not be allocated to providers offering highly specialist residential provision that is funded by the LA. Appropriate provision for achieving the highest educational outcomes for these CIC will be stipulated at the point of commissioning a contract for placement.

7. ePEPS AS A REQUIREMENT FOR ACCESSING FUNDING

7.1 ePEPs are the primary monitoring system to provide the Virtual school with an oversight of all Children and Young People's educational plans. The ePEP is a statutory, shared multi-agency document crucial to the educational planning of CIC. Termly

monitoring of the PEP document and meetings by the Virtual School team provides information and data to enable the Virtual School Officers and Headteacher to retain oversight of all pupils/students' progress and attainment and to address any issues across all agencies involved with that pupil/student. Additional ePEPs may be required if pupils/students move between schools/providers in year or where there is another compelling need.

7.2 For Year R to age 18:

The PP+ funding is provided to meet the additional needs of pupils/students through enabling associated interventions and support identified in the ePEP. The requested funding must be costed and linked to SMART⁷ goals focused on development, progress and improvement that are underpinned by detailed intervention and support. The goals and interventions/ support will be agreed with the Virtual School team member responsible for the pupil/student before or during the meeting. At any time in the term, a request can be made to amend the funding via email with the relevant member of the Virtual School team. After agreement by email any amendments will be noted on the current PEP by the Virtual School to ensure the correct allocation is awarded at the end of that term or in the following term during the QA process.

7.2.1 Pupil/student needs can include the following areas:

- Academic attainment or achievement
- Attendance
- Wider achievement e.g. in an area in which the pupil is gifted and talented
- Inclusion (reducing exclusion from the curriculum)
- Social Skills
- Transition to the next phase of education
- Emotional wellbeing such as those needs arising from the effects of attachment or childhood trauma upon learning
- Alternative provision provided as part of a reduced timetable

7.2.2 These needs will not routinely include the following areas unless agreed in advance with the Virtual School:

- Purchase of uniform, PE kit / trainers
- Any interventions or support that is part of the Universal offer for all pupils/students
- Contributions to school/provider curriculum trips or for the cost of residential trips
- Transport or travel costs

7.2.3 The Virtual School will no longer organise and directly fund interventions or the purchase of resources for any pupil/student 'on roll' in a school/provider. All interventions or purchase of resources for pupils/students 'on roll' in a school/provider will be organised and funded by the 'on roll' school/provider. This will include Alternative Provision provided by third party organisations as well as laptops/other resources. The aim is to ensure that the holistic overview of a pupil's education is retained by the 'on roll' school/provider thereby giving full autonomy to the school/provider to put into place any interventions agreed with the Virtual School team member during the PEP process or via email communication. Any expenditure should be included in the ePEP documentation.

⁷ SMART - Specific, Measurable, Achievable, Relevant, Time-bound

7.2.4 The Virtual School will use retained funds for any pupils/students 'not on roll' to support any educational activities deemed necessary for pupil/students from year R to age 18.

8. SCHOOL AGE PUPILS WHO ENTER/EXIT CARE MID FINANCIAL YEAR

8.1 The Department for Education (DfE) allocates PP+ to the Virtual School during the period April 2024 to March 2025 as a provisional amount of £2570 per child looked after for at least one day, as recorded in the March 2023 children looked after data return (SSDA903), and aged 4 to 15 at 31 August 2023. The DfE updates and finalises this allocation in December 2024, based on the number of children looked after for at least one day during the year ending March 2024, as recorded in the March 2024 children looked after data return (SSDA903), and aged 4 to 15 at 31 August 2024. It is the responsibility of all Virtual Schools to set their own policy with regard to any allocation criteria. For BCP, this criterion is as stated in sections 4 and 5.

8.2 If a pupil comes into care outside these parameters the Virtual School will not be allocated any 'PP+' grant for the pupil from the DfE in that financial year however, schools and settings will still be allocated funding in line with section 4 and 5 of this policy.

8.3 No payments will be made for any pupils who were previously a Child in Care where the pupil is eligible for the school's own allocation of Pupil Premium funding under the government published criteria. However, additional funding requests will be considered for any pupil whose continued support is unable to be funded from other sources. For example, this might be where a pupil's 'left care' date falls between school census dates therefore school funding cannot be accessed.

9. ARRANGEMENTS FOR ADDITIONAL (IN FINANCIAL YEAR) FUNDING REQUESTS

9.1 Additional funding for pupils more than the notional PP+ allocation of £2000 for the financial year can be applied for in exceptional circumstances via the ePEP after discussion with the relevant Virtual School team member.

9.2 Starting school/ preschool and transition to a new school between key stages or in year can be a difficult period for CIC and any funds requested to support 'transition' can be included in the ePEP completed in the term prior to the planned transition taking place. Funding should only be requested for activities outside the routine universal transition arrangements expected of a provision.

9.3 In the event that a pupil receives a Permanent Exclusion, it remains the Local Authorities responsibility to arrange for a suitable full-time education from the sixth day of any such period. As per the statutory guidance on exclusions, the Virtual School will, wherever possible, consider any applications for financial support that enable suitable education to be in place before the sixth day. In all cases, it is expected that schools demonstrate how their existing PP+ allocation has been utilised to mitigate any risks of exclusion before any additional funding is requested.

10. QUALITY ASSURANCE OF PEPS

10.1 The Virtual School carry out QA checks on all completed PEPs. Feedback is then provided via the ePEP and will need to be actioned to enable the ePEP to be submitted as a true and final record of the PEP meeting. The analysis of QA will be used to

identify learning and good practice that will be discussed at termly networks as appropriate.

10.2 On a termly basis all PP+ expenditure will be monitored for patterns and trends in either good practice or learning recommendations. The monitoring of impact will also be looked at for identification of potential case studies.

11. EXCEPTIONAL CIRCUMSTANCES

11.1 The Virtual School Head or Deputy Head can at any time, under exceptional circumstances, take actions / use PP+ funds outside the requirements of this policy to meet the immediate or urgent needs of any pupil/s. For example, this could be a payment awarded to the school/setting when a child first enters care to help with immediate educational needs or a payment to a school for participation in specified educational projects / extra-curricular activities. All requests must be discussed with the relevant Virtual school team member initially who will then request approval from the Virtual School Head or Deputy Head. Any funds agreed must then be entered on the ePEP document.

12. FUNDING FOR THOSE STUDENTS OVER 18 IN YEAR 13

12.1 Once young people pass their 18th birthday, they become care leavers and we cease completion of PEPs. From that point forward funding for interventions and educational support is very limited and only available up until their 20th birthday and only if they are not able to be funded elsewhere. Any funding needs are discussed in Education, Employment and Training (EET) meetings and feed into Pathway plans.

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Bournemouth, Christchurch and Poole Schools Forum

Forward Plan

June 2024

- DSG Outturn 2023-24
- High Needs Block Update
- Forward Plan

September 2024

- DSG Settlement 2025-26
- High Needs Budget
- Transfer from Schools Block
- Forward Plan

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