



# City of **BRADFORD** METROPOLITAN DISTRICT COUNCIL

## Pupil Premium Plus for Children Looked After: Arrangements for 2019-20

### Bradford Virtual School for Children Looked After

The **Pupil Premium Plus (PP+)** is grant funding from the DfE to raise the achievement of disadvantaged pupils and to close the gap with their peers.

For the financial year **2019-20** the Virtual School will receive £2300 of PP+ funding for eligible pupils from Year R to 11 who are:

- looked after by Bradford Local Authority\*;
- no longer looked after because of adoption, a special guardianship order, a child arrangements order or a residence order.
- Bradford Education's School Finance Team will administer the PP+ of £2300 for Post CLA to schools, not the Virtual School for CLA

The current conditions of grant are set out on the DfE website.

*\*looked after for at least one day in the previous financial year*

#### 1. Eligibility

- Eligible pupils who are looked after by Bradford are identified by the Local Authority on DfE return SSDA903 in March 2019.
- Eligible pupils who are no longer looked after but who have been adopted or who left care on a Special Guardianship or Child Arrangements Order (previously known as a Residence Order) immediately after being looked after (known as post-CLA) should be identified to schools/academies by parents or guardians and their status recorded on the School.

## 2. Role of the Virtual School Head

The Children and Families Act 2014 requires all Local Authorities to have a Virtual School Headteacher (VSH) who has additional statutory powers to carry out the duty to promote the educational achievement of the children it looks after. The VSH must manage the grant allocation to be used for the benefit of the looked after child's educational needs as described in their Personal Education Plan (PEP).

This has statutory force and there is no requirement from the DfE for the Virtual School Head to give the money to schools or to disperse the full £2300.

VSHs are responsible for making sure there are effective arrangements in place for allocating pupil premium plus funding to benefit children looked after by the authority:

- making sure that it is spent effectively and fully;
- being able to demonstrate how pupil premium funding managed by the VSH is linked to raising achievement and closing the attainment gap;
- having arrangements in place to engage with the CLA 's school/academy about how the pupil premium funding is contributing to meet the needs identified in his/her PEP.

To ensure that these objectives are achieved and to enable the VSH to plan expenditure more effectively to maximise impact of the funding, the following arrangements will be in place for dispersal of the grant in the financial year 2019-20:

- a. The Virtual School will retain 50% of every eligible pupil's grant to be used to promote the educational achievement of all looked after pupils in Bradford. This was the recommendation post-Ofsted from the LA inspection in September 2018
- b. To ensure transparency, the VSH will publish details of expenditure and impact in the Annual Report 2019-20.
- c. Schools/academies will receive the remaining 50% of PP+ funding.
- d. Children and young people will be eligible from the first day of the care episode.
- e. The Local Authority that looks after the child is responsible for distributing the Pupil Premium Plus payments to schools, settings and academies.
- f. The Virtual School Head is responsible for making sure that there are effective arrangements in place for allocating Pupil Premium Plus and Early Years Pupil Premium funding to benefit children looked after by their Authority.
- g. The grant must be managed by the Virtual School and used to improve outcomes and "narrow the achievement gap" as identified for individual children and young people in the targets set within their Personal Education Plan (PEP) in consultation with the Designated Teacher or Designated Person in the setting.

- h. The PEP must be monitored and reviewed closely by the Designated Teacher or Person, the Social Worker and Independent Reviewing Officer for effectiveness.
- i. The PEP must be reviewed on a regular basis by the Designated Teacher or Person (at least termly).

### 3. Overall principles underpinning the allocation

- Children looked after become eligible for funding from the first day of the care episode.
- Children looked after have educational needs that can change rapidly during their time in care and will need differentiated Pupil Premium Plus funding accordingly.
- For children looked after between YR and Y11 **£1150** will be allocated to the schools or settings for all CBMDC children looked after both in and out of the Local Authority at **£383** per term.
- Allocation of the funding will be linked to clear Personal Education Plan targets for progress
- The Virtual School Head is responsible for the allocation of the Pupil Premium to schools and settings, but will hold the schools and settings that receive the funding accountable for evidence of the effective and efficient use for the purpose it has been provided.
- Schools remain accountable for the educational attainment and progress of all disadvantaged pupils.
- Schools should ensure that the funding is used to narrow the gap between the outcomes for children looked after and all other children within the school as well as all children nationally.
- Schools can apply for additional funding in response to the changing needs of the child as discussed during the Personal Education Planning meeting and for an agreed intervention.
- None of the grant will be used to pay for Virtual School management or grant administration.
- The Local Authority is not permitted to carry forward funding held centrally into the financial year 2019-2020. Grant held centrally that has not been spent by 31 March 2020 will be recovered. Should there be a scenario in which the LA is in surplus of PP+ funds, the VSH will make appropriate arrangements for this to be distributed amongst its schools.

#### **4. How and why will the amount of Pupil Premium Plus vary?**

- Children may need different levels of educational support at different times according to their individual circumstances and needs.
- Children may come into care in an emergency with a fragmented home and education history and who are behind academically or move into or out of county in an emergency.
- Children may be placed out of Bradford in other Local Authorities where the level of support from Virtual School Teams may not be the same and who therefore will lose out without additional help.
- Children may have a significant and often delayed reaction to abuse and neglect, which manifests in episodes of very distressed behaviour in school.
- In view of this, it is acknowledged that there will be differentiation in the level of additional need for individual children and funding will be allocated on a 'needs-led basis' accordingly. All applications for additional PPP will be considered by the Virtual School Head.

#### **5. Who qualifies for the funding?**

CLA Pupil Premium will be given to all schools with the exception of CLA attending:

- Residential education establishments
- Independent Special Schools
- Children in secure units or remanded in custody.

The rationale for this decision is that the cost of educational placement at these settings will already be significantly higher. However, these institutions can make a request for additional grant funding to the VSH.

Pupil Premium Plus will not be used to double fund or replace funding which has already have been allocated to the school to support the child, for example:

- To fund services where the school's own funding would cover the cost for other children or where the additional budget share for children looked after covers the cost of the intervention.
- To fund services that should be provided via a statement, or EHC plan or an exceptional needs funding request.
- Other statutory work e.g. speech and language or occupational therapy, statutory assessment or other support from health, CAMHS or education.
- For interventions put in place that do not require any funding.

- When the PEP or action plan does not meet requirements.
- To fund the CLA Designated Teacher role in a setting.
- The PP+ allocation of monies to a setting must be ring-fenced to meet the needs of its CLA pupils

Decisions about the use of the funding must be based on a justifiable rationale discussed during the Personal Education Planning meeting and common sense must prevail when considering the use of the funding or the amount of additional funding requested.

Pupil Premium Plus will not be allocated for interventions which had no link to the educational needs of children looked after.

## **6. Allocation of funding to Schools:**

### **6.1 CBMDC Schools and Settings**

- The basic Pupil Premium Grant of £2300, at £383 per term will be transferred to schools mid-term in September, December and March. This will be transferred directly by Schools Funding for CBMDC Schools and by BACs for academies or schools attended by CBMDC Children Looked After out of authority.
- Additional funding from the centrally held resource must be agreed through and applied for separately as part of the PEP meeting and clearly identified in the PEP Action Plan. The additional funding form must outline the cost of interventions. The form must be agreed and signed off by the Virtual School Head before payment.
- Subsequent termly reviews will evaluate and evidence the impact of the allocation. The PEP review will be the means to record the impact of Pupil Premium Plus allocation.
- Designated Teachers who have children looked after who enter care after the funding allocation date each term will be able to claim the termly allowance through the Personal Education Planning Meeting as long as it is held within the term.
- If there is a need to clarify what funding a school is providing from its own resources, the school may need to provide evidence to be shared during the termly PEP review.
- Pupil Premium Plus will not be recouped when a child moves during the term.
- The VSH reserves the right to recoup the funding if there is evidence that the funding is not being used to address the specific needs of the child looked after.
- Pupil Premium Plus monies in schools must be ring fenced and used only to support the educational needs of Children Looked After in the setting.

## **6.2 Allocation of funding to Out of Authority (non-residential schools)**

- The basic £1130 grant paid at £383 per term will be transferred to schools mid-term in September, December and March.
- The grant will be transferred directly to the schools or settings.
- Funding will be dependent on evidence by the Virtual School of a high quality PEP. Additional funding to meet exceptional need may be agreed and applied for as part of the termly PEP Action Plan. The application for additional funding will be approved by the Virtual School Head before payment.
- Allocation of funding for children who are new to care during the term who are not included in the mid-term automated funding run on the dates indicated above will be paid by BACS following receipt by the Virtual School of the completed PEP.
- Where there is a need to clarify what funding a school is providing from its own resources, the school may need to provide evidence to be shared during the termly PEP review.
- Pupil Premium Plus will not be recouped when a child moves during the term.
- The VSH reserves the right to recoup the funding if there is evidence that the funding is not being used to address the specific needs of the child looked after.

## **7. Allocation of grant to Out of Authority independent residential providers**

- We will not provide Pupil Premium Plus and additional funding to independent providers unless there are exceptional circumstances, because these placements are already funded at a high level by central budgets.
- The Pupil Premium Plus Grant allocation will have to be approved by the Virtual School Head, on evidence of a high quality PEP.
- 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 child looked after.

## **8. Bidding for additional resources from the centrally held funding**

- Children's needs vary greatly depending on their individual circumstances in their journey through the care system.
- In certain circumstances, schools may request additional funding from the Virtual School to overcome barriers to learning.

- An application for additional funding must be linked to the PEP process and discussed fully in the PEP meeting. The Virtual School will only make one-off payments to a school and the school will be required to evidence the impact this additional funding has made on outcomes for the targeted CLA. Requests for further funding will only be authorised in exceptional circumstances.
- Applications should be completed on the form available from the Virtual School. The application should itemise clearly how the money is to be spent, why the funding is required and what the impact is expected. This information must be recorded on the PEP Action Plan.
- The Personal Education Planning meeting is the opportunity to discuss and agree additional funding to meet the exceptional needs of the child.

## **9. Pupil Premium Plus for Children and Young People from other Local Authorities**

Different approaches to allocation of the Pupil Premium Plus Funding will be adopted by other Local Authorities who have freedom to administer funds according to their own policy.

CBMDC schools that have Children and Young People Looked After from other Local Authorities on their roll must contact the Virtual School Head from that Local Authority to request their Pupil Premium Plus policy. The name and contact details of Virtual School Heads in English Local Authorities can be found by contacting the CBMDC Virtual Headteacher.

## **10. In-year admissions to care**

There is a statutory requirement for a PEP meeting to be held within 10 days of a child becoming looked after or moving school placement. As soon as the Virtual School is alerted to the fact that a child has become subject to a care order they will request that the child's social worker contacts the educational establishment to arrange a PEP meeting. Once the social worker informs the Virtual School of the date of the PEP, a copy of this CLA Pupil Premium Protocol and the relevant PEP documentation will be made available.

## **11. Monitoring impact**

The Personal Education Plan (PEP) will be used to inform discussions with schools and other stakeholders on the use of the PP+. Each PEP therefore needs to be of high quality and set robust targets for improvement. The PEP is reviewed termly and a 'PEP meeting held at least every 6 months as part of the statutory review of the child's care plan. It is a record of what needs to happen for a child in care to reach their educational potential and now includes the PP+ agreement between Headteachers identifying what it is to be spent on to meet the child's needs.

The Virtual School advocates for the child and will monitor and evaluate the use of the Pupil Premium Plus grant on a pupil by pupil basis using the PEP document.

The Designated Teacher for CLA in each school should be able to influence how the PP+ is used to support progression and learning and report to Governors as part of their annual report on how the funding has been used to support the child's education.

Bradford's Virtual School will evaluate the impact of pupil premium for looked after children in previous years, and provide schools with evidence and information about interventions which have impact in the VSH's Annual Report.

## **12. Spending CLA Pupil Premium**

The CLA Pupil Premium must be used to provide additional support for individual children to raise their attainment and close the gap with their peers; it should not be used to fund universal provision that schools are providing as their core offer to their pupils. The CLA Pupil Premium should also be used to support higher attainment CLA pupils to accelerate their learning and attainment.

In particular, funding **should not** be used to fund:

- i. The support set out in an Education Health and Care Plan (EHC) statement of Special Educational Needs or made at School Action or School Action Plus;
- ii. Resources that a local authority provides for through its allowances for foster carers or children's home fees;
- iii. Trips and visits organised by the school as part of the curriculum. It is expected that the local authority or carer (if covered through the fostering allowance or children's home fees) should provide resources for these activities;
- iv. Basic equipment that the child/young person needs for school, such as school uniform or equipment for physical education lessons;
- v. Education provision for Looked After Children subject to a fixed term or permanent exclusion from their school.

The PP+ **should be** used to improve outcomes for pupils in the following areas:

- academic achievement and progress;
- wider achievement e.g. in an area in which the child is gifted and talented;
- attendance;
- inclusion e.g. reducing fixed term exclusions;
- social skills;
- transition e.g. to a new key stage or learning provider.

**Examples of the types of activities that the PP+ might be used to support children include:**

- additional one to one tuition to support learning;
- additional group tuition to support learning;
- additional support in school that will build a child or young person's self-esteem, confidence or develop their learning skills e.g. mentoring;
- aspiration raising activities that will benefit the child or young person's learning and development;



- extra learning resources that may support these individual pupils;
- additional support for vocational training e.g. equipment;
- alternative education packages;
- revision courses;
- school organised overseas trips which promote learning.

## **12. Early Years Pupil Premium**

From April 2015 additional targeted funding for children looked after has been available as an Early Years Pupil Premium for three and four year olds. The Virtual School has therefore introduced an Early Years PEP which can be used to agree monitor expenditure and outcomes for each eligible child. Children looked after who are eligible for the funding are identified by the Virtual School. Further information on the Early Years Pupil Premium in Bradford is available on Bradford Schools Online (BSO)

## **13. Unallocated CLA Pupil Premium Plus Grant**

The local authority is not permitted to carry forward funding held centrally into a new financial year. All activities must have been carried out and payments made by 31 March.

## **14. Reporting**

The Virtual School will report on pupil premium spend in the following ways:

- A breakdown of the expenditure will be provided in the Virtual School Monthly data pack
- A summary of how the grant has been used will be included in the Virtual School annual report from the VSH.
- To termly meetings of the Virtual School Management Committee

### **14.1 Questions or concerns**

Should any professional (social worker, Independent Reviewing Officer, Foster Carers) have concerns around the application or use of the pupil premium they should initially highlight these to the Virtual School link for the child.

Professionals may also put their questions/concerns in writing to the VSH:

Virtual School Head  
 Education & Learning  
 Floor 4, Sir Henry Mitchell House  
 Manchester Road  
 Bradford  
 BD5 0QL

Tel 01274 439623

Email: [VirtualSchoolEnquiries@bradford.gov.uk](mailto:VirtualSchoolEnquiries@bradford.gov.uk)

## 15. Useful Information

### 15.1 Post-16 funding (bursary)

There is currently no specific allocated Pupil Premium Grant for post 16 CLA. Post 16 CLA and care leavers are entitled to a post-16 bursary. This is a bursary to help with education related costs for 16 to 19 year olds who are studying at school or college (not university) in England or on a training course.

More information is available at: <https://www.gov.uk/1619-bursary-fund>

### 15.2 Post-CLA Pupil Premium

Children who have ceased to be looked after by a local authority in England and Wales because of adoption, a special guardianship order, a child arrangements order or a residence order will not receive the CLA Pupil Premium Plus from the Virtual School. These children, if they are school age, are entitled to a grant of £2300 per annum from the DFE. It is the responsibility of the school to apply for this in their January pupil census return, where the parent has self-declared their child's status to the school and provided supporting evidence (e.g. an adoption order). The additional funding will go directly into the school's budget from the DFE.

## 5.4 Key contacts

Name	Title	Contact Details
Ken Poucher	Virtual School Headteacher – VSH	01274 438623
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Louise Coates-Black	Specialist Teacher (SENCo)	01274 434599
Caroline Dolan	Specialist Teacher (Primary Lead)	01274 434612
John Whittock	Specialist Teacher	01274 438769
Lisa Truesdale	Teacher	01274 434975
Frances McGoldrick	Teacher	01274 434952
Alison Copley	Teacher	01274 434356
Felicity Rushworth	Teacher	01274 434871
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