2016/17 Budget Share

Guidance Notes

Infant, Junior, Primary and Secondary Schools

February 2016
2016/17 Budget Share Guidance Notes

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1. General Information

There has been minimal change to the funding arrangements for 2016/17. Details can be found on the Department for Education (DFE) website.

Schools Forum has agreed the detail of the funding formula that has been used from April 2016.

Schools Forum members representing the primary and secondary school phases (separately) agreed to the ‘delegation’ (returning delegated funds for a central service provision) for a number of services where this was permissible. A list of services covered by the delegation and amounts are detailed in section 6a.

The cost of services to be de-delegated is effectively included in the main budget share so that maintained schools and academies receive their gross funding by the same formula. However, maintained schools have the cost of de-delegated services identified and deducted at the bottom of the budget share, to derive the net budget share. Academies do not have this deduction.

The funding formula includes the following factors:

- A basic per-pupil amount - age-weighted pupil unit (AWPU)
- Deprivation – based on the updated 2015 Income Deprivation Affecting Children Index (IDACI)
- Looked after children (LAC)
- Low attainment (SEN)
- English as an additional language (EAL)
- Mobility
- Sparsity
- Lump sum
- Split site costs
- Rates at actual cost
- Rate Adjustment for previous financial year
- Exceptional Rents

Appendix 1 provides a summary of the funding formula, along with the values, for Hampshire schools for 2016/17.
2. Changes from 2015/16 to 2016/17:

- **IDACI** - In 2015, the IDACI scores that are attached to individual postcodes were updated, as part of a national 5 year cycle. As a result of the update, deprivation levels have changed. Therefore, schools are likely to see fluctuations in their deprivation allocation. Where applicable, most of the reductions have been protected by the effects of Minimum Funding Guarantee. Some IDACI values have been increased as a result of the overall change.

- **Capped Gain** – As a result in the reduction in deprivation funding, coupled with other general reductions, the Cap has been removed for 2016/17. Therefore, all schools are now able to retain any ‘gain’ arising from the change in funding year on year.

- **Growing Schools** – In line with School Forum decisions, Hampshire’s Growing Schools policy has been amended from 2016/17. The new policy will now provide additional funding for those schools meeting the Growing Schools criteria through the budget share. In addition, the Growing Schools policy now states that any schools with additional permanent growth will be funded on the basis of classes of 20 pupils, a reduction of 10 from the previous funding arrangements of 30, from September 2016. Therefore those schools that are deemed as ‘growing’ (as per the definition contained within the policy pack), will receive additional pupil led funding equivalent to 7/12ths x 20 pupils. Funding for those classes that are being ‘topped-up’ to 20 will continue to be made outside of the budget share.

- **AWPU Values** – As a result of the reduction in deprivation levels and other datasets, £15 has been added to last years AWPU rates for both primary and secondary schools. This will help minimise the impact of any reduction in deprivation funding.

- **Lump Sum** – The lump sum will remain at £175,000 per primary and secondary school.

For further details regarding Schools Forum decisions, please refer to the Schools Forum paper and minutes from December 2015 and January 2016 [http://www3.hants.gov.uk/education/education-meetings/education-meetings-schoolsforum.htm](http://www3.hants.gov.uk/education/education-meetings/education-meetings-schoolsforum.htm)
3. Allocation of Budget Shares

The allocations for maintained primary and secondary schools are posted to SAP (except LBA schools) in April. In order to comply with the Consistent Financial Reporting (CFR) standards the gross budget share (including de-delegation) will be credited to the schools 0 cost centre on G/L code 7696. The de-delegation charges will then be debited to the following G/L codes.

G/L 5930 (CFR E23) - Contingency
G/L 5932 (CFR E27) - EMTAS and BST
G/L 5929 (CFR E19) - Licences & Subscriptions
G/L 5926 (CFR E10) – Staff Costs
4. Contacts / Queries

**Budget share data queries** – The data used has been provided by the Education Funding Agency (EFA) and not Hampshire’s data team. Please email any data queries to school.fund@hants.gov.uk and we will seek to find a solution with the EFA on how to resolve the issue.

**Budget share funding queries** – Please contact your designated Education Financial Services Officer in the first instance.
5. Factors

Data

The data which Local Authorities are required to use in the production of the 2016/17 budget shares is provided to Local Authorities directly from the Education Funding Agency (EFA).

The 2015 autumn school census day was Thursday 1 October 2015 and the budget share data reflects schools’ pupil numbers as at that date. The EFA has been clear that it is not possible to make any amendments to the census data held by them.

The EFA has also made it clear that no budget share amendments are allowed during the year.

The calculation of the data for each factor is described in detail below. For many factors the units used are expressed in decimal places. Some factors require a “school level percentage” to be initially calculated due to previous census data being used and then this percentage being applied to the autumn term Number on Roll (NOR). Decimal places also occur when taking school level percentages and then applying this to the actual number of pupils used in the budget share rather than the actual NOR at the school. The difference between these two figures is due to additions relating to reception uplift and reductions relating to resourced provision places (see section 1 of budget share).

a) Age Weighted Pupil Units (AWPU)

The 2016/17 funding is based on the single pupil count from the October 2015 autumn census of pupil numbers. These pupil numbers are shown in Section 1 of the school budget share (with the number of funded places in resourced provisions excluded). A breakdown by year group is provided on the back page of the budget share for information purposes.

Reception Uplift

For schools with Reception classes (Year R) the number used to calculate the school budget share is subject to an adjustment which is referred to as the ‘Reception Uplift’ and will be shown in Section 1 of the school budget share. This is to compensate those schools where some Year R pupils do not start until after the October pupil count date. The uplift adjustment is calculated by subtracting the total number of Year R pupils on the October 2014 census from the total on the January 2015 census. Any school with fewer reception pupils counted in the January 2015 census than in the October 2014 census are treated as having zero change, rather than a decrease.
The result of this calculation is then added to the Year R numbers used for funding purposes. For example:

<table>
<thead>
<tr>
<th>URN School Number</th>
<th>Number of Pupils in Yr R (counting rules applied)</th>
<th>(B) – (A)</th>
<th>Reception Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>October 14 (A)</td>
<td>January 15 (B)</td>
<td></td>
</tr>
<tr>
<td>xxxx1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>xxxx2</td>
<td>62</td>
<td>62</td>
<td>0</td>
</tr>
<tr>
<td>xxxx3</td>
<td>38</td>
<td>33</td>
<td>-5</td>
</tr>
<tr>
<td>xxxx4</td>
<td>55</td>
<td>62</td>
<td>7</td>
</tr>
</tbody>
</table>

**Resourced Provision Places**

If the school has a designated SEN resourced provision the number shown in section 1 of the school budget share is the number of agreed places in the resourced provision. Resourced provisions are funded separately and places are removed from the age weighted pupil units (AWPU) used to calculate the school budget share. Please see resourced provision guidance notes for further information.

**Growing Schools / New Schools**

The EFA requires Local Authorities to fund new schools which have opened in the last seven years and have not yet filled pupils in each year group according to estimates. Funding will therefore be for those pupils recorded on the 2015 autumn census + 7/12ths of the estimated increase for the forthcoming September (Estimates will be provided by the School Organisation Team).

In line with Schools Forum decisions, those schools that have been agreed funding for permanent growth under the ‘Growing Schools policy’ will now be funded through their budget share. This will be based on 7/12ths of class sizes of 20 pupils. Further information on this can be found in the Growing Schools policy ([Link to the 2015/16 Policy Pack](#)) – please note the 2016/17 will be published shortly. Please note that any ‘top-up’ funding or funding for temporary ‘bulge’ classes is made outside of the budget share.

**b) Deprivation**

**Income Deprivation Affecting Children Index (IDACI)**

This is a subset of the Indices of Multiple Deprivation (IMD). It is an area-based measure defined at Lower Super Output Area (LSOA) level and data is updated every 5 years. It takes the form of a score between 0 and 1, which represents the proportion of families with children aged under 16 in the LSOA who are ‘income deprived’. 

8
The IDACI score has been matched to pupil records where the pupil’s postcode is known, and this has been placed in seven bands (0 to 6). These fixed bands have been prescribed by the EFA so that each band above 0 contains a broadly similar number of pupils across the country.

A tool has been produced by EFA so that schools can check the postcode of each of their children within the school. Please find below a link to the tool:

http://imd-by-postcode.opendatacommunities.org/

Each pupil on the autumn 2015 census with a valid IDACI score has been placed in a band. For those pupils where an IDACI score is not available the total in each band has been aggregated to school level.

Only pupils with an IDACI score above 0.2 are assigned deprivation funding through this factor.

The example below shows a school with 468 pupils on roll in the autumn 2015 census. Only 460 of these pupils have been assigned an IDACI banding. The band percentages have then been used to allocate bands to the additional 8 pupils to give the split for the total NOR, which results in decimal places being used in the calculation.

<table>
<thead>
<tr>
<th>Band</th>
<th>Range</th>
<th>Pupils matched to the IDACI postcodes</th>
<th>%</th>
<th>Aggregated to school level</th>
</tr>
</thead>
<tbody>
<tr>
<td>n/a</td>
<td>0 - 0.19</td>
<td>100</td>
<td>22%</td>
<td>101.74</td>
</tr>
<tr>
<td>1</td>
<td>0.20 - 0.24</td>
<td>46</td>
<td>10%</td>
<td>46.80</td>
</tr>
<tr>
<td>2</td>
<td>0.25 - 0.29</td>
<td>38</td>
<td>8%</td>
<td>38.66</td>
</tr>
<tr>
<td>3</td>
<td>0.30 - 0.39</td>
<td>161</td>
<td>35%</td>
<td>163.80</td>
</tr>
<tr>
<td>4</td>
<td>0.40 - 0.49</td>
<td>46</td>
<td>10%</td>
<td>46.80</td>
</tr>
<tr>
<td>5</td>
<td>0.50 - 0.59</td>
<td>46</td>
<td>10%</td>
<td>46.80</td>
</tr>
<tr>
<td>6</td>
<td>0.60 - 1</td>
<td>23</td>
<td>5%</td>
<td>23.40</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>460</td>
<td>100%</td>
<td>468</td>
</tr>
</tbody>
</table>

The IMD was updated in 2015, and this has caused significant changes to the levels of deprivation for some schools in 2016/17. The funding impact has been mitigated where possible by the effects of MFG and increases to other funding values. However, in some cases this has not been enough and therefore some schools will see a real term loss on their deprivation funding in 2016/17.

c) **Looked After Children (LAC)**

Details of children looked after by Hampshire are returned to the EFA on the annual SSDA903 collection. The EFA has extracted the number of looked after
children for one day or more on 31st March 2015 from this collection.

The LAC are then matched to the National Pupil Database using the Unique Pupil Number (UPN), and extracts are obtained showing where the children were on roll based on the Spring 2015 Census.

A school level weighting for this indicator is then given by dividing the number of matched pupils by the NOR in the spring 2015 census, applying this proportion to the autumn 2015 census NOR.

A worked example is below:

School A has 500 pupils on their spring 2015 census and 5 who are looked after. Their autumn 2015 census is 550 pupils.

\[
e.g. \quad \frac{5}{500} = 1\% \\
1\% \times 550 \text{ pupils} = 5.5 \text{ pupils for funding.}
\]

The number of LAC funded through the budget share is likely to differ to the number of children that are funded for via pupil premium. This is due to the difference in in dates the number of LAC is extracted from. Differences will also occur if the corporate parent of the LAC is another authority other than Hamshire.

**d) Low Attainment**

**Primary**

The Early Years Foundation Stage Profile (EYFSP) is the prescribed indicator for low attainment for primary schools

The EYFSP changed in 2013. This means that pupils in years 1 to 3 will have been assessed using the new profile, and pupils in other years will have been assessed using the old profile.

For pupils assessed using the old profile, funding will be targeted to all pupils in years 4 to 6, who achieved fewer than 73 points on the EYFSP.

For pupils in years 1 to 3 that have been assessed using the new profile, funding is targeted at those pupils identified as not achieving the expected level of development within the EYFSP.

EYFSP results are mapped to the autumn 2015 census from the department’s central record of attainment. If a school has primary pupils but no pupils with valid EYFSP results, then they will be given a Key Stage 2 (KS2) proxy in the dataset, using either the KS2 results of primary pupils currently in the school or the KS2 results of the most recent cohort to be assessed at the school.
Secondary

Key Stage (KS2) results are the prescribed indicator for low attainment for secondary schools. Funding is targeted at pupils not reaching Level 4 in either English or Mathematics at KS2.

In 2012 the KS2 English assessment methodology was changed and now includes a reading test, a new grammar, punctuation and spelling test and teacher assessed writing.

For those assessed at KS2 up to 2011, the English element of the KS2 measure will identify those pupils who fail to achieve a level 4 in English.

For pupils assessed at KS2 from 2012 onwards and who have been part of these new arrangements, the English element of the KS2 measure will identify those who do not achieve a level 4 in either the reading or teacher assessed writing elements.

e) English as an Additional Language (EAL)

EAL pupils attract funding if they are on the autumn 2015 census and can be shown to have been in the English school system for less than three years. This is achieved by deriving a pupil level “Years in System” count based on the pupils' presence in the autumn 2013, autumn 2014 and autumn 2015 censuses.

The maximum number of autumn censuses on which a pupil can be on roll and still be counted in the EAL factor is three. The calculation counts the proportion of pupils that are EAL and on the previous 3 autumn censuses.

If a pupil was first recorded on the autumn census in Nursery 1, Nursery 2 or Reception it has been excluded from the count. This is done because the language of pupils does not have to be declared in the census for pupils aged under 5, causing this data to be unreliable.

f) Mobility

Pupil mobility is the movement into schools by pupils other than at usual times of joining. A school level percentage will be provided based on the number of pupils whose entry date (start at current school) is within the previous three academic years and whose start month was not in August or September.

Reception year pupils with start dates in August, September or January will also not be counted. Pupils who started in the Nursery classes are not included as they are not eligible for mobility factor.

Funding is targeted at schools experiencing pupil mobility above a 10% threshold and no funding provided for the first 10% of mobile pupils.

The table below gives examples of determining whether pupils are classed as
The total number of mobile pupils who started in the last three years is divided by the total number of pupils on roll in the October 2015 census to calculate a school level percentage. If the percentage is above 10%, the percentage over 10% (actual % - 10%) is then applied to the autumn 2015 NOR.

**g) Sparsity**

This factor was new for 2014/15 and is targeted towards small schools with significant distances that pupils live from their second nearest school.

The pupils that live nearest to each school have been identified, and the distance that these pupils live from their second nearest school has been calculated. Postcodes are taken from the autumn 2015 pupil level census and Edubase. The school’s sparsity distance is the average distance to the second school for these pupils. A worked example is provided below:

- School A is the closest school for 50 pupils (although this is not necessarily the school that they attend).
- The distance that these 50 pupils live from their second nearest school is calculated.
- The average distance is calculated for these 50 pupils. This is the sparsity distance for school A.

Sparsity for each school has been calculated using distances measured as the crow flies. Distances between UK postcodes can be calculated using the following link:

Small schools are defined by average size of year groups. Schools will only qualify for funding if the total pupils divided by the number of year groups are below the threshold for the phase. For primary this is 21.4, for secondary this is 120 and for all-through schools this is 62.5.

To summarise, funding is paid to schools that meet the following criteria:

- A primary school that has fewer than 21.4 pupils per year and an average distance greater than, or equal to 2 miles.
- A secondary school that has fewer than 120 pupils per year and an average distance greater than, or equal to 3 miles.
- An all-through school that has fewer than 62.5 pupils per year and an average distance greater than, or equal to 2 miles.

Worked examples are provided below, showing whether a school would receive sparsity funding:

- School A is a primary school with a sparsity distance of 1.8 miles. As this distance is less than the primary distance threshold of 2 miles, School A is not eligible for sparsity funding.
- School B is a primary school with a sparsity distance of 2.2 miles, with 203 numbers on roll and 7 year groups (therefore an average of 29 pupils per year group). This distance is greater than the primary distance threshold, but the number of pupils is greater than the size threshold, so school B is not eligible for sparsity funding.
- School C is a primary school with a sparsity distance of 2.2 miles, with 133 numbers on roll and 7 year groups (therefore an average of 19 pupils per year group). School C is, therefore eligible for sparsity funding.

h) Lump Sum

A fixed sum of £175,000 is allocated to all Infant, Junior, Primary, Secondary and All-through schools.

Where schools amalgamate, they will retain 85% of the combined lump sums in the year after the amalgamation (or in the same year if they amalgamate on 1 April) instead of receiving just a single lump sum immediately.

Where schools amalgamate after 1 April, the new school will receive funding equivalent to the formula funding of the closing schools added together for the appropriate proportion of the year and will receive the 85% of the lump sum allocation in the following year.

The definition of an “amalgamated school” has been extended and will now include a school which has extended its age range as a direct consequence of
another school closing (e.g. an infant school closes and the junior school extends to become a primary school).

i) Split Sites

A flat rate allocation of £50,000 will be made to schools who meet the following criteria:

- The split sites are more than 500 metres apart.
- A range of core education (unavoidably) takes place for a significant proportion of pupils in buildings on both sites.
- Travel between the two sites requires access via a public highway.
- It is a single school with one DfE number.
- A historic split site exists*.

*The creation of any new split site will require prior agreement with the Local Authority to ensure it is necessary in delivering core education.

The criteria for split site schools and the costs the allocation is intended to meet were approved at a meeting of Hampshire Schools Forum and can be viewed using the following link:


j) Rates

2016/17

Rates will continue to be funded on an estimate of the actual cost. Allocations for 2016/17 are based on the best information available (rateable value, transition factors, non-domestic rating multiplier etc.) when the budget shares are prepared. At the end of the year actual rates costs for each school will be compared to the allocation and where there is a difference the funding adjustment will be made in the following financial year’s (2017/18) budget share.

2015/16 adjustment

A comparison has been made between the 2015/16 rates allocation included in 2015/16 budget share compared to actual net expenditure incurred by individual schools in 2015/16. Any difference will result in an increase or decrease in 2016/17 funding, to bring funding in line with the actual expenditure. Some adjustments may be large in nature due to the ability to backdate any rebates to the start of the last rateable value period of April 2010.
k) Exceptional Circumstances

The Education Funding Agency (EFA) has allowed a funding factor for exceptional circumstances relating to premises such as listed buildings, farm buildings, buildings that are rented or boarding provision to meet social need. These circumstances must apply to less than 5% of schools in the local authority and will only apply to cases where the nature of the schools premises gives rise to a significant additional cost (greater than 1% of the budget of the school). All exceptional circumstances have to be approved in advance by the Education Funding Agency.

For Hampshire schools the exceptional circumstances approved by EFA are for formal rents that meet the criteria of more than 1% of the total budget share. Schools who qualify for this will see additional funding included within section 11 of the budget share.

l) Minimum Funding Guarantee (MFG) and Capped Gains

The minimum funding guarantee protects the per pupil funding of schools from one year to the next against significant changes in funding. It also protects them from changes in data not directly related to pupil numbers. The current protection level set by the DfE is that no school budget will fall by more than 1.5% per pupil.

Certain factors such as the lump sum and rates are excluded from the MFG calculation. A full worked example can be found in appendix 2.

In order to make any formula changes affordable the DfE allows gains at a per pupil level to be capped or scaled back. There is no nationally prescribed maximum gain, it is a local decision. There will be no capped gains in 2016/17.
6. Additional Information

a) De-delegation

De-delegation is only available to maintained mainstream primary and secondary schools. The Education Funding Agency (EFA) listed the following budgets as being available for de-delegation. Maintained Primary and Secondary school representatives of Schools Forum agreed in December 2014 that funding for the following services would be de-delegated i.e. allocated in the formula in the first instance then returned (for maintained schools) to the Local Authority to provide the services centrally.

The following table details the items which have been de-delegated and the basis used to calculate the attributed per pupil funding:

<table>
<thead>
<tr>
<th>Service</th>
<th>Basis</th>
<th>Primary</th>
<th>Secondary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contingency</td>
<td>NOR including reception uplift and excluding Resourced Provision places</td>
<td>£3</td>
<td>£3</td>
</tr>
<tr>
<td>Behaviour Support Service</td>
<td>Low Attainment pupils</td>
<td>£75.17</td>
<td>£5.00</td>
</tr>
<tr>
<td><strong>Amount per Pupil in</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IDACI band 1</td>
<td></td>
<td>£28</td>
<td>£2</td>
</tr>
<tr>
<td>IDACI band 2</td>
<td></td>
<td>£46</td>
<td>£4</td>
</tr>
<tr>
<td>IDACI band 3</td>
<td></td>
<td>£74</td>
<td>£6</td>
</tr>
<tr>
<td>IDACI band 4</td>
<td></td>
<td>£108</td>
<td>£10</td>
</tr>
<tr>
<td>IDACI band 5</td>
<td></td>
<td>£160</td>
<td>£16</td>
</tr>
<tr>
<td>IDACI band 6</td>
<td></td>
<td>£175</td>
<td>£22</td>
</tr>
<tr>
<td>Ethnic Minority and Traveller Achievement Service (EMTAS)</td>
<td>English as an additional Language (EAL) pupils</td>
<td>£166</td>
<td>£268</td>
</tr>
<tr>
<td></td>
<td>NOR including reception uplift and excluding High Needs places</td>
<td>£3.58</td>
<td>£1.28</td>
</tr>
<tr>
<td>Licences and subscriptions</td>
<td>NOR including reception uplift and excluding High Needs places</td>
<td>£0.37</td>
<td>£0.75</td>
</tr>
<tr>
<td>Staff costs</td>
<td>NOR including reception uplift and excluding High Needs places</td>
<td>£3.13</td>
<td>£5.35</td>
</tr>
</tbody>
</table>

The de-delegated funding is used to provide the following services to schools:
Contingency

A contingency is held centrally for all maintained schools to access in the following circumstances:

- Exceptional unforeseen costs
- Schools in financial difficulty
- Deficits of closing schools

A full definition of the criteria that must be met to receive this funding can be found in the School Funding Policy Pack.

Behaviour Support Service / Primary Behaviour Service (PBS)

The Primary Behaviour Service (PBS) works proactively to support children with behavioural, emotional and social difficulties in school. They work predominantly at primary school level and on transition from primary School (KS2) to secondary school (KS3). There are six teams across the county, by April 2014 they each had an in reach provision.

Ethnic Minority and Traveller Achievement Service (EMTAS)

The EMTAS service supports schools and families across Hampshire in raising ethnic minority achievement, through bilingual assistance, projects, training, family learning and advisory support. 65% of the funding is via the EAL factor and 35% through the per pupil factor.

Licences and Subscriptions

The following licences and subscriptions are paid for maintained schools from this budget:

- Fischer family Trust (FFT).

There has been a reduction to this for 2016/17 as the following licences are now managed centrally and paid for by the DfE directly in order to achieve economies of scale. The DfE will then charge Hampshire on behalf of all schools (maintained and academy).

- Licences for the Copyright Licensing Agency (CLA)
- Schools Printed Music Licence (SPML)
- Newspaper Licensing Authority (NLA)
- Education Recording Agency (ERA)
- Motion Picture Licensing Company (MPLC)
- Filmbank Distributors Ltd. (for the PVSL)
- Christian Copyright Licensing International (CCLI)
- Performing Right Society Licence (PRS)
- Phonographic Performance Ltd Licence (PPL)
- Mechanical Copyright Protection Society (MCPS)

**Staff Costs**

Due to these situations being unpredictable it was agreed by Schools Forum to de-delegate the following budgets and hold them centrally in order to make it easier for schools to manage these unplanned expenses. The following services are covered by the above heading:

- **Suspended staff** - Schools will be reimbursed for salary and on costs of suspended staff to enable them to cover the staff absence.

- **Public duties** - Schools will be reimbursed for salary and on costs of staff who are absent due to being chosen for jury service and other public duties (less any allowance received from the Court).

- **Trade Union Duties** - Each school that has a member of staff who has an accredited representative role recognised under the facilities arrangements as receiving an allocation of release time will receive re-imbursement of their salary and on costs.
b) Delegation

As part of the school funding reform the Government believes that schools should have greater choice over how to spend their budget. The DfE has changed the arrangements for items held centrally from schools budgets.

The following table details the items which have been delegated into school budgets from 2016/17 and the basis for distribution that has been used:

<table>
<thead>
<tr>
<th>Service</th>
<th>Basis</th>
<th>Primary</th>
<th>Secondary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Expenditure from Revenue Account (CERA)</td>
<td>NOR including reception uplift and excluding Resourced Provision places</td>
<td>£8.46 per pupil</td>
<td>£8.46 per pupil</td>
</tr>
</tbody>
</table>

**Capital Expenditure from Revenue Account (CERA)**

Capital Expenditure met from Revenue Account (CERA) is held centrally on behalf of all schools. The contractual commitment against CERA is committed largely via the term maintenance contracts (TMCs) and other collective arrangements such as with Hampshire Scientific Services (HSS) for managing asbestos. These collective arrangements are associated with the Property Services SLA which runs until April 2017 with the TMCs running until August of that year.

After analysis of the anticipated expenditure on contracts in 2016/17, a reduction of £3,400,000 has been identified. From this reduction, £1m will be delegated to schools via the age weighted pupil unit (AWPU) and pooled back into the SLA, £2m has been offset to meet the ongoing pressures in high needs, leaving the balance of £0.4m to be delegated to schools via the AWPU.
ci) Special Education Needs (SEN) / Education Health Care Plan (EHCP)

From 1 April 2013, if a child has a statement of special educational needs, they have been put into the category of being a high needs pupil, and the school is responsible for funding the first £6,000 of the provision in the statement, which equates to approximately 12.5 hours of Learning Support Assistance (LSA) per week or £115.07 per week. The standard hourly rate for an LSA is £9.09.

The SEN Service will allocate any additional funding over and above this amount identified to meet the child’s needs. So, for example, if a pupil’s statement has 20 hours of support identified then the school will have to fund approximately 12.5 hours from their delegated budgets and will then receive up to 7.5 hours top-up from the SEN budget. A worked example can be found below;

- (20 x £9.09) minus £115.07 = £66.73
- With regards to the number of weeks, there are 52.143 weeks in a year (21.857 during the summer term, 17.429 during autumn, and 12.857 during spring).
- So, the summer term funding for the above child would be £66.73 x 21.857 = £1,458.52.

Allocations for statement top up will be made termly and coded to G/L code 7691.

Funding for pupils living in Hampshire will be allocated to schools and academies on a termly basis by the SEN Team. Funding for pupils living outside Hampshire must be claimed from the home authority. The above formula should be used, and it is strongly recommended that the claims be invoiced on a termly basis. The receiving school will need to liaise directly with the other local authority regarding the financial transaction.

Further information can be found in the SEN FAQ’s document below:

Frequently asked questions for mainstream schools

cii) Notional SEN statement

The notional SEN budget is the element of a school’s delegated budget allocated for its SEN provision. This is calculated on an annual basis and will not change during the financial year regardless of any children with SEN joining or leaving the school during the year.

The notional SEN is not intended to be used exclusively for those pupils in the school with statements, but to enable the school to make the necessary provision over and above the standard offer of teaching and learning for all pupils. The notional budget simply “earmarks” an element of the schools budget share using
proxy indicators with no additional funding attached and, as a purely notional sum, it is not a fixed sum that can be “used up”.

ciii) Cap on statemented spend

It has been agreed by Schools Forum that no school should be expected to use more than 3% of its budget share to support statemented pupils. Any calculated spend (the first £6,000 pa for each statemented pupil) in excess of 3% of budget share will be reimbursed to the school at the end of the financial year.

The methodology for calculating whether a school is eligible for any additional funding is as follows:

1. Calculate 3% of the schools budget share
2. Calculate the total ‘budget share funded’ spend on statemented pupils i.e. up to £6,000 pa per pupil based on data held by the SEN service, split between school spend and centrally funded top up funding
3. If 2 is greater than 1, additional top up funding will be provided.

The calculation will be done at the end of the financial year once the final spend on statemented pupils has been confirmed. Further information can be found in the School Funding Policy Pack

Worked example

The following school has a budget share before de-delegation of £500,000. The spend on statemented pupils is capped at 3% of this figure, or £15,000.

The school has 4 statemented pupils as follows:

<table>
<thead>
<tr>
<th>Pupil</th>
<th>LSA hours / week (A)</th>
<th>Hourly cost £ (B)</th>
<th>No of weeks (C)</th>
<th>Total cost £ (A) x (B) x (C)</th>
<th>School spend £</th>
<th>Top up funding £</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>20</td>
<td>9.09</td>
<td>52.143</td>
<td>9,480</td>
<td>6,000</td>
<td>3,480</td>
</tr>
<tr>
<td>X</td>
<td>20</td>
<td>9.09</td>
<td>13</td>
<td>2,363</td>
<td>2,363</td>
<td>-</td>
</tr>
<tr>
<td>Y</td>
<td>12.5</td>
<td>9.09</td>
<td>52.143</td>
<td>5,925</td>
<td>5,925</td>
<td>-</td>
</tr>
<tr>
<td>Z</td>
<td>15</td>
<td>9.09</td>
<td>52.143</td>
<td>7,110</td>
<td>6,000</td>
<td>1,110</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>20,288</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The school’s total spend on statemented pupils is greater than 3% of the budget share so the difference (£5,288) will be provided as an additional allocation at the end of the financial year.
d) Nursery Funding

Primary Schools with Nursery Units

All Primary schools with a Nursery Unit will receive a flat rate of £15,000 which forms part of the Early Years Single Funding Formula (EYSFF) to cover the additional cost of being a maintained primary school.

Schools will also receive a termly allocation based on the number of 3 and 4 year old free entitlement hours they provide (up to a maximum of 15 hours per week). The rate is determined separately for each provider of the free entitlement using a base rate of £3.81 (per hour per child). Additional amounts for flexibility (depending on the number of hours each setting is open), quality (a mixture of Ofsted ratings and levels of qualifications held by staff) and deprivation (using the average ICACI score per school) are also determined. The bands included within the budget share relate to the individual school and are fixed for 2016/17. A full list of values can be found on the Early Years Single Funding Formula web pages.

The estimated number of hours for 2016/17 is based on calendar year 2015 (spring term 2015, summer term 2015 and autumn term 2015).

Primary Schools with a Nursery Resourced Provision

The budget shares show the number of places that have been commissioned specifically for children with special education needs.

Schools with a Speech, Language and Communication Needs (SLCN) Nursery provision will receive an allocation of £11,649 per agreed place.

Schools with a Pre-school Diagnostic Unit (PSDU) will receive an allocation of £13,145 per agreed place.
e) Sixth Form Funding

A national funding formula is used to calculate how much money is paid for teaching 16-19 year olds.

Funding will be delivered via the following:

- Funding for maintained schools with sixth forms flows from the EFA through local authorities.
- Funding for Academies, sixth form colleges and independent providers passes directly to the provider from the EFA.
- Funding for general further education colleges flows from the EFA through the Skills Funding Agency.
- For Apprenticeships, funding for all ages comes through the Skills Funding Agency.

Maintained schools will receive an allocation breakdown for the following categories:

- Programme Funding
- High Needs Funding
- 16-19 Bursary Funding

The budget share includes a full year allocation including and *estimation* of funding for August 2016 – March 2017. The budget share, and allocation, will be updated to reflect the actual allocation once confirmed.
f) Growth Fund

The growth fund is additional funding for schools that have had significant increases in pupil numbers. The growth fund includes growing schools funding for temporary increases in pupil numbers, top-up funding, infant class size funding and temporary classroom rental funding.

As a change for 2016/17, funding for agreed permanent growth will be allocated through the budget share, by an increase to the NOR of 7/12ths x 20 pupils (per additional class). Funding for temporary growth, i.e. ‘bulges’, and top-up will continue to be allocated outside the budget share on G/L code 7697 (Additional Allocations).

A full definition of the criteria that must be met to receive growth funding can be found in the School Funding Policy pack.


g) Money Following Excluded Pupils

The “School and early years finance regulations” state that local authority is responsible for adjusting the budget of a mainstream maintained school if a pupil is excluded so that the funding follows the pupil.

Therefore, the funding of the excluding school will be reduced accordingly and the funding for the admitting school will be increased accordingly. This includes funding for pupil premium payable in respect of the pupil.

Different funding arrangements apply to special schools, education centres and alternative provisions (AP’s). The exception to this is for the pupil premium which must be adjusted and follow the pupil.

## Appendix 1 – 2016/17 Table of Values for School Budget Shares

<table>
<thead>
<tr>
<th>Budget Share Ref</th>
<th>Factor</th>
<th>Primary (£)</th>
<th>Secondary (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1)</td>
<td>Age Weighted Pupil Units (AWPU)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Primary KS3</td>
<td>2,574</td>
<td>3,789</td>
</tr>
<tr>
<td></td>
<td>KS4</td>
<td></td>
<td>4,536</td>
</tr>
<tr>
<td>2)</td>
<td>IDACI BAND 0 (0 – 0.19)</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>IDACI BAND 1 (0.2 – 0.24)</td>
<td>365</td>
<td>432</td>
</tr>
<tr>
<td></td>
<td>IDACI BAND 2 (0.25 – 0.29)</td>
<td>718</td>
<td>856</td>
</tr>
<tr>
<td></td>
<td>IDACI BAND 3 (0.3 – 0.39)</td>
<td>1,525</td>
<td>1,750</td>
</tr>
<tr>
<td></td>
<td>IDACI BAND 4 (0.4 – 0.49)</td>
<td>1,782</td>
<td>2,125</td>
</tr>
<tr>
<td></td>
<td>IDACI BAND 5 (0.5 – 0.59)</td>
<td>2,843</td>
<td>3,305</td>
</tr>
<tr>
<td></td>
<td>IDACI BAND 6 (0.6 -1)</td>
<td>3,197</td>
<td>4,005</td>
</tr>
<tr>
<td>3)</td>
<td>Looked After children (LAC)</td>
<td></td>
<td>1,983</td>
</tr>
<tr>
<td>4)</td>
<td>Low Attainment</td>
<td>1,452</td>
<td>1,115</td>
</tr>
<tr>
<td>5)</td>
<td>English as an additional Language (EAL)</td>
<td>603</td>
<td>1,560</td>
</tr>
<tr>
<td>6)</td>
<td>Mobility</td>
<td>1,028</td>
<td>400</td>
</tr>
<tr>
<td>7)</td>
<td>Sparsity</td>
<td></td>
<td>15,000 fixed sum, if criteria are met</td>
</tr>
<tr>
<td>8)</td>
<td>Lump sum</td>
<td></td>
<td>175,000</td>
</tr>
<tr>
<td>9)</td>
<td>Split site</td>
<td></td>
<td>50,000 flat rate, if criteria are met</td>
</tr>
<tr>
<td>10)</td>
<td>Rates</td>
<td></td>
<td>Based on actuals</td>
</tr>
<tr>
<td>11)</td>
<td>Exceptional Circumstances - Rents</td>
<td></td>
<td>Based on actuals</td>
</tr>
</tbody>
</table>

Money Following Excluded Pupils Weekly Rate (Primary £49.36) (KS3 £72.66) (KS4 £86.99)

### Nursery Funding rates

| Flat rate | Primary schools with a Nursery Unit | £15,000 |
| Per place | Speech, Language and Communication Needs (Nursery) | £11,649 |
| Per place | Pre-school Diagnostic Unit (PSDU) | £13,145 |
### Appendix 2 - MFG worked example

**1. Take the following figures from the 2015/16 budget share**

<table>
<thead>
<tr>
<th>2015/16 Budget Share Total (before any de-delegation)</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deduct:</td>
<td></td>
</tr>
<tr>
<td>2015/16 Rates Allocation (incl. rates adjustments)</td>
<td>(108,954)</td>
</tr>
<tr>
<td><strong>2016/17</strong> Lump sum</td>
<td>(175,000)</td>
</tr>
<tr>
<td>2016/17 Sparsity fixed sum</td>
<td>(15,000)</td>
</tr>
<tr>
<td>2015/16 Agreed MFG exclusions and Technical adjustments</td>
<td>0</td>
</tr>
<tr>
<td><strong>Sub Total</strong></td>
<td><strong>(298,954)</strong></td>
</tr>
<tr>
<td><strong>Adjusted 2015/2016 Total Funding</strong></td>
<td><strong>3,852,146</strong></td>
</tr>
<tr>
<td>Divide by Oct 2014 NoR (Less: reception uplift)</td>
<td>851</td>
</tr>
<tr>
<td><strong>2015/16 Per Pupil Amount</strong></td>
<td><strong>4,526.61</strong></td>
</tr>
</tbody>
</table>

**2. Take the following figures from the 2016/17 budget share**

<table>
<thead>
<tr>
<th>2016/17 Budget Share Total (before any de-delegation but including MFG)</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deduct:</td>
<td></td>
</tr>
<tr>
<td>Minimum Funding Guarantee</td>
<td>(3,600)</td>
</tr>
<tr>
<td>New Delegation - CERA £8.46 per pupil</td>
<td>(7,106)</td>
</tr>
<tr>
<td>Rates (15/16 adjustment + 16/17 rates)</td>
<td>(110,476)</td>
</tr>
<tr>
<td>Lump sum</td>
<td>(175,000)</td>
</tr>
<tr>
<td>Sparsity fixed sum</td>
<td>(15,000)</td>
</tr>
<tr>
<td>Agreed MFG exclusions and Technical adjustments</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Other</strong></td>
<td><strong>(311,182)</strong></td>
</tr>
<tr>
<td><strong>2016/17 Adjusted Budget Share Total</strong></td>
<td><strong>3,741,718</strong></td>
</tr>
<tr>
<td>Divide by Oct 2015 NoR (Less: reception uplift) + Growing Schools</td>
<td>840</td>
</tr>
<tr>
<td><strong>2016/17 Per Pupil Amount</strong></td>
<td><strong>4,454.43</strong></td>
</tr>
</tbody>
</table>

**3. Calculation of Minimum Funding Guarantee for 2016/17**

| 2015/16 Protected Per Pupil Amount (2015/16 Per Pupil Amount x 98.5%)   | £ |
| 2016/17 Guaranteed Level of Funding (2015/16 Protected Per Pupil Amount x October NoR) |  |
| **MFG Adjustment (2016/17 Guaranteed Level of Funding - 2016/17 Adjusted Budget Share Total)** | **3,600** |
| **Final 2016-17 School Budget Share (2016/17 Budget Share Total + MFG)** | **4,052,900** |