

**School Budget Guidance 2024/25**

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**Introduction**

1. This guidance seeks to provide detailed information about the funding arrangements for all education provisions maintained by Kent County Council. In addition, it provides such detailed information for the benefit of academies within Kent although academies must read this guidance in the context that the ESFA is their funding body and may make such adjustments as they see fit.
2. The final section of this guidance relates to other grants which are calculated nationally and passported through local authorities to schools that they maintain. All other sections relate to funding provided to schools from the Dedicated Schools Grant (DSG).

What is the Dedicated Schools Grant (DSG)?

1. The Dedicated Schools Grant (DSG) is payable to local authorities under section 14 of the Education Act 2002. The DSG is split into four blocks: The Schools Block (SB), High Needs Block (HNB), Early Years Block (EYB) and Central Schools Services Block (CSSB).

*DSG: Schools Block (SB)*

1. The SB is used to fund primary and secondary school budgets, and additional payments to schools for growth (related to the provision of places to meet basic need) and falling rolls (under certain circumstances).
2. For some time, the Government’s aim has been to move to a Direct National Funding Formula (NFF) for primary and secondary schools. A Direct NFF is where funding for schools is passed directly from Government to Schools using the same funding rates and factors for all schools in the country, thus removing discretion on how funding is allocated at a local level. Currently, funding is allocated to local authorities using a ‘soft’ funding formular. In the first instance, central government allocate funding to local authorities using the NFF and it is then distributed using a Local Funding Formula (LFF) agreed by the Local Authority. Kent is currently classed as mirroring the NFF, as Kent using the same formula factors as the NFF and our rates we within 2% of the NFF rates.
3. The Schools’ Funding Forum (SFF) is a statutory body formed from a group of representative school leaders and advises the Local Authority on the LFF which many contain a combination of different factors within a national framework of 14 factors set up the ESFA. The SFF recommended the proposals included in this guidance at their meeting on 1st December 2024.
4. The final decision on the composition of the LFF rests with the Local Authority’s (LA’s) Cabinet Member for Education. This guidance sets out the effect of this decision.
5. Typically, the ESFA provide guidance annually on the DSG funding settlement in July/August for future funding periods. The Government has reiterated its intention to move towards a Direct NFF by 2027-28 and continues to tighten the rules on how LAs can set school budgets to bring them closer to the NFF.
6. Following confirmation from the Secretary of State and with support from both schools (through the budget consultation) and the SFF, a 1.2% transfer of the Schools Block will be made to the High Needs block, a total of £15m. This will be used to continue to fund Special Educational Needs(SEN) support activities to support greater inclusion of children with SEN in all primary and secondary schools.

*DSG: High Needs Block (HNB)*

1. The HNB is used to fund educational placements and services for children with Special Educational Needs, and alternative provision services.
2. The details of the HNB NFF are explained in the [High needs funding: 2024 to 2025 operational guide - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/high-needs-funding-arrangements-2024-to-2025/high-needs-funding-2024-to-2025-operational-guide). LAs have a level of discretion in determining funding rates, but this must be within the ESFA’s Place Plus funding methodology.

*DSG: Early Years Block (EYB)*

1. The EYB is used to fund the free entitlement payments for 2-, 3- and 4- year olds (up to 30 hours free childcare), along with additional payments for Pupil Premium and Disability Access Fund to all Early Years providers (including both schools and Private, Voluntary and Independent providers). From September 2024, this will be extended to eligible 9 months to 2 year olds.
2. The EYB is allocated to LAs via a NFF for free entitlements and is then distributed, via a LFF, to the private, voluntary and independent early years providers, the maintained nursery school and schools with early years classes.

*DSG: Central School Services Block (CSSB)*

1. The CSSB is allocated to LAs to be used to fund several statutory functions exercised centrally for the benefit of all schools within their area.

**Three Year Budget Planning Assumptions**

***Income 2025/26 (Year 2) and 2026/27 (Year 3)***

1. The year 2 and 3 tabs in the school budget templates have been provided so that schools can enter their assumptions relating to budget uplifts for the formula, Minimum Funding Guarantee (MFG) and Minimum Per Pupil Level (MPPL) before seeing an illustration of what the impact of this will look like.
2. This was the final year of the Government’s rolling spending plan for schools and the Government has not confirmed either national or detailed funding allocations for years 2 and 3 (2025-26 or 2026-27) and therefore future year income is only indicative and will be subject to further government announcements.
3. Our recommendation to schools is to assume a funding uplift of 2% per annum in year 2 and 3. Mainstream schools in receipt of MFG and/or MPPL should assume an uplift of 0.5%. Special schools in receipt of MFG should assume an uplift of 0.5%. These assumptions are based on both the Government’s national budget projections for schools and previous year’s trend in NFF uplifts.

***Staffing 2025/26 (Year 2) and 2026/27 (Year 3)***

1. There is a large degree of uncertainty over the outcome of pay settlements across all 3 years of the budget planning period and is subject to future negotiation and announcements. However, it is recognised that schools will need to make an assumption in planning their multi-year budget. The following assumptions are offered as advice and cannot be guaranteed.
2. Pay assumptions relate only to inflationary increases, schools will need to consider performance related increases on an individual basis. They reflect a best estimate of likely outcomes of both local and national negotiations and schools will need to take their own view on whether to follow such recommendations or use an alternative assumption.
3. The Teachers Pay Additional Grant which was received by schools for seven months during the 2023/24 financial year will continue to be paid for the whole of the financial year 2024 to 2025 to support schools with the September 2023 teachers’ pay award.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 2024-25 | | 2025-26 | | 2026-27 | |
|  | From April | From September | From April | From September | From April | From September |
| Teaching Staff Pay Uplift |  | 2% |  | 2% |  | 2% |
| Non-Teaching Staff Pay Uplift | Confirmed uplift\* |  | 3% |  | 3% |  |
| Non-salary expenditure | 4.6% |  | 2.3% |  | 1.5% |  |

\*Uplifts will be based on the Kent Pay Scheme for 2024-25 or the school’s locally determined pay increases.

1. These uplifts have been forecast using a number of assumptions and reflect the average uplift for a school. Therefore, the forecast inflationary changes will vary by school.
2. The non-teaching staff is based on the national estimated uplifts in average earnings for 2025-26 and 2026-27 whilst other spend uplifts are based on the latest Bank of England forecasts for Consumer Price Index (CPI).

**Mainstream School Funding**

**Formula Budget**

Basic Entitlement AWPU (Age Weighted Pupil Unit)

1. AWPU is an amount of funding attributed to each pupil at the school. There are three rates payable, one for each of the Primary, Key Stage 3 and Key Stage 4 pupils. The pupil numbers used to calculate the AWPU allocations are taken from the October 2023 pupil census. Pupils have been counted by headcount, irrespective of whether they are part time. Pupils recorded as being in National Curriculum year groups R to 6 are classed as in the primary phase and those in years 7 to 11 are classed as in the secondary phase. Secondary pupils are additionally split into key stage groups: KS3 (Years 7-9) and KS4 (Years 10-11).

**Deprivation**

Free School Meals (FSM)

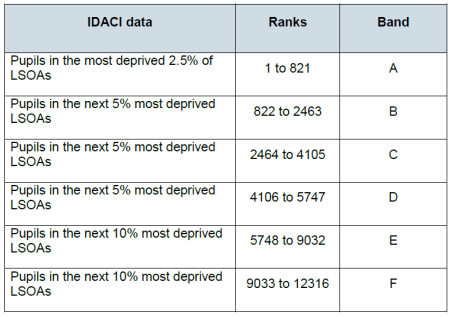
1. The proportion of pupils eligible for FSM recorded on the October 2023 census is multiplied by the total pupil count used for AWPU funding, to reach the number of eligible pupils. This number is then multiplied by the funding rate.

Ever 6 Free School Meals

1. The proportion of pupils eligible for FSM at any time in the last six years and recorded on the October 2023 census is multiplied by the total pupil count used for AWPU funding, to reach the number of eligible pupils. This number is then multiplied by the funding rate.

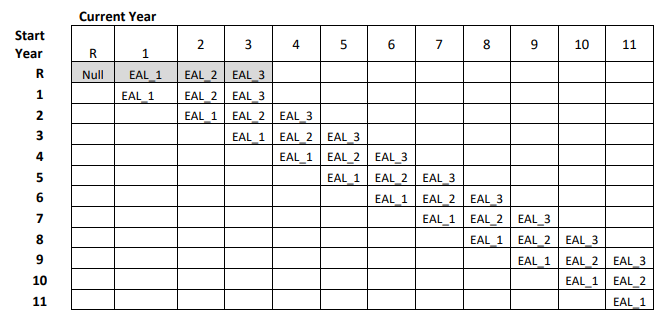
Deprivation (IDACI)

1. The IDACI measure groups the pupils in each school into seven bands of which six attract funding. The proportion of pupils in each band is the number of pupils match to the band divided by the total number of pupils matched to any band.
2. The banding of each pupil is linked to the Lower Super Output Area (LSOA) in which they live and uses a dataset published by the Ministry for Housing, Communities and Local Government (MHCLG).
3. The proportion of pupils in each band is multiplied by the total pupil count used for AWPU funding and then by the relevant funding rate. Different funding rates are attached to each band and phase.
4. The table below shows how the bands have been defined:



English as an Additional Language (EAL)

1. This factor identifies the proportion of pupils in each school for whom English is an Additional Language and who have been in the school system for no more than three years. This proportion is multiplied by the pupil number and finally by the funding rate.
2. The table below shows the period for which a pupil with English as an Additional Language would attract funding. Pupils are not funded for Year R for this factor but would still attract funding for three years.



Low Prior Attainment

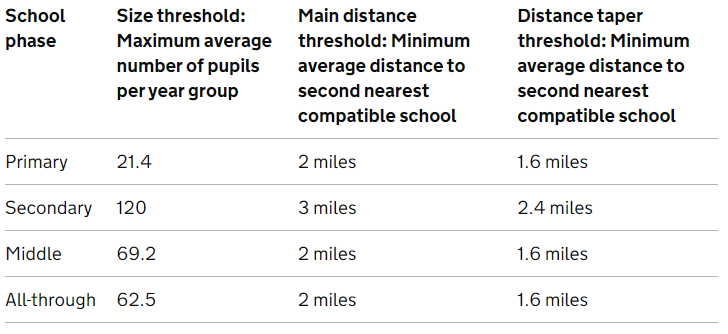
1. This factor measures the proportion of eligible pupils in each schools which is multiplied by the total pupil number and then the relevant funding rate. Eligible primary pupils are those identified as not achieving the expected level of development in the early years foundation stage profile (EYFSP). Eligible secondary pupils are those not reaching the expected standard in KS2 at any of reading, writing or maths.
2. Since 2017/18, the number of eligible secondary pupils has been weighted so that year-on-year fluctuations in pass-rates following the introduction of the more challenging KS2 tests in the 2015/16 academic year do not disproportionately affect the distribution of funding through this factor in the mainstream formula.
3. For the financial year 2024/25, the weightings are:
   1. Pupils in Year 7 in October 2023: 56%
   2. Pupils in Years 8 and 9 inclusive in October 2023: 54%
   3. Pupils in Years 10 and 11 in October 2023: 65%
4. The number of pupils identified as having low prior attainment in the data will be multiplied by the relevant weighting to determine the number of pupils eligible for the factor for funding purposes.
5. Pupils who have not undertaken the assessment are given the overall average attainment score of their year group, so are considered when calculating a school’s LPA rate.
6. Due to Covid, the following additional criteria is applied: Following the cancellation or incompleteness of both EYFSP and KS2 assessments in summer 2020 and summer 2021 due to coronavirus (Covid-19), local authorities will not be able to use assessment data from those years in the low prior attainment factor in their local funding formulae. Instead, local authorities will use 2019 attainment data as a proxy for the missing assessments in 2020 and 2022 attainment data as a proxy for the missing assessments in 2021. This is a change from 2023 to 2024 when 2019 attainment data was used as a proxy for the missing assessments in both 2020 and 2021.

Lump Sum

1. The lump sum will be paid to all schools (primary and secondary) regardless of size, at the same rate. This factor recognises fixed costs in running a school and is primarily intended to protect small schools which would not be financially viable using only pupil led factors.

Sparsity

1. The sparsity factor allocates funding to schools that are remote, measured by sparsity distances, and are small based on average year group size. The sparsity distance is based on road distance instead of straight-line distance. To calculate, we take all the pupils for whom it is the nearest compatible school and fund the average shortest road distance from those pupils’ home postcodes to their second nearest compatible schools. There is also a distance taper. Where the schools’ sparsity distances are marginally below the main distance thresholds for sparsity funding, they will still attract some funding. The distance threshold taper has been set at 20% below the main distance thresholds.
2. A school is eligible for sparsity funding if:
   1. Its sparsity distance is equal to or above the main distance threshold, or above the tapered distance threshold, and
   2. The average year group size (calculated as the pupil county divided by the number of year groups present at the school) is below the relevant size threshold.



1. The maximum sparsity values in 2024/25 are £57,100 for primary schools and £83,000 for secondary and all-through schools.
2. Schools’ allocations are tapered according to average year group size, so that the smaller the school the greater the allocation. Schools with a sparsity distance equal to or greater than the main distance threshold (2 or 3 miles) and an average year group size of less than half the year group threshold receive 100% of the sparsity funding for their phase. Examples are below:
   1. School A is a primary school.   
      Average number of pupils per year group = 16.05  
      Average distance to second nearest compatible school = 2.2 miles  
      Eligible for sparsity funding = Yes  
      The school will receive (1-((16.05-10.7)/10.7))\*£57,100 = £28,550
   2. School B is a primary school.  
      Average number of pupils per year group = 10.07  
      Average distance to second nearest compatible school = 2.2 miles  
      Eligible for sparsity funding = Yes  
      The school will receive (1-((10.07-10.7)/10.7))\*£57,100 = £57,100
   3. School C is a primary school.  
      Average number of pupils per year group = 16.05  
      Average distance to second nearest compatible school = 1.9 miles  
      Eligible for sparsity funding = Yes with distance taper threshold  
      The school will receive (1-((16.07-10.7)/10.7))\*£57,100 = £28,550, but then with distance taper threshold applied, it becomes (1-((2-1.9)/(2-1.6)))\*£28,550 = £21,412.50, which is 75% of the amount the school would have received had its sparsity distance been equal to or greater than the main distance threshold.
   4. School D is a primary school.  
      Average number of pupils per year group = 16.05  
      Average distance to second nearest compatible school = 1.7 miles  
      Eligible for sparsity funding = Yes with distance taper threshold  
      The school will receive (1-((16.07-10.7)/10.7))\*£57,100 = £28,550, but then with distance taper threshold applied, it becomes (1-((2-1.7)/(2-1.6)))\*£28,550 = £7,137.50, which is 25% of the amount the school would have received had its sparsity distance been equal to or greater than the main distance threshold.

London fringe

1. This factor is an uplift applied to the above detailed factors to recognise additional costs associated with this geographical area. In Kent the multiplier used is 3.77% which mirrors the NFF. The relevant districts are Dartford and Sevenoaks.

Split sites

1. From 2024/25 onwards, the DfE has set criteria for Split Site funding for schools which is compulsory for all local authorities. The factor is made up 2 compulsory parts as follows:
   1. Basic eligibility funding: schools must be allocated a lump sum payment for each of their eligible sites (to a maximum of 3 additional sites). The lump sum for basic eligibility is £53,700,
      1. Be part of the main school and share the same Unique Reference Number (URN) with the school’s main site.
      2. Be separated from the school’s main site by public road or railway.
      3. Have a building on them which is maintained by the school and which is primarily used for the education of 5 to 16 year old pupils in mainstream education, which excludes playing fields, ancillary buildings and buildings leased out full time by the school to another entity.
   2. Distance funding: additional funding must be paid on top of the basic eligibility lump sum for schools whose eligible sites are separated by more than 100 metres (by road distance) from the main site. The maximum distance funding is £26,900.
      1. Based on a tapered approach beginning at 100 metres, with allocations increasing linearly up to 500 metres, from which point schools receive the total maximum funding available.
2. Example School A: one additional site located 400 metres from the main school site.  
   Basic eligibility funding = £53,700  
   Distance eligibility funding = (1 – ((500-400)/(500-100)) = 0.75) \* £26,900 = £20,175  
   Total split site funding = £53,700 + £20,175 = £73,875
3. Example School B: two additional sites, one located 175 metres from the main school site, the other located 300 metres from the main school site.  
   Basic eligibility funding = 2 \* £53,700 = £107,400  
   Distance eligibility funding 1 = 1 – ((500-175)/(500-100)) = 0.19

Distance eligibility funding 2 = 1 – ((500-300)/(500-100)) = 0.5  
Total distance weighting = 0.19 + 0.5 = 0.69  
Total distance funding = 0.69 \* £26,900 = £18,561

Total split site funding = £107,400 + £18,561 = £125,961

Rates

1. In April 2022, the Business Rates process for schools changed and District Councils now claim the amount of the bill directly from the ESFA. Schools are provided with a bill for information purposes only. Schools should show the figure from the rates bill as an income under I01 and expenditure under E17 but will not receive any funding or make any payments in relation to this.

Private Finance Initiative (PFI) contracts

1. This factor relates to the additional funding provided to PFI schools to cover the revenue affordability shortfall costs of the PFI contract. This element of funding will be included in the school’s formula budget allocation and will be recouped in full by the Local Authority through the school’s advances system.

Exceptional Circumstances

1. Local Authority’s may request the inclusion of additional premises factors in their formula for exceptional circumstances. These may be approved in cases where the nature of the school premises gives rise to a significant additional cost greater than 1% of the school’s total budget, and where such costs affect fewer than 5% of the schools (including academies) in the Local Authority.
2. Kent submitted a disapplication to the ESFA for an exceptional premises factor where schools are eligible if they are in receipt of a rental factor in 2012/13 where the cost was greater than 1% of the school’s budget, and the same rental is in existence now.

MPPL for primary and secondary schools

1. This is a compulsory factor and must be applied by all Local Authorities using the methodology and calculation summarised below.
2. The calculation for a school’s individual MPPL is:

((number of primary year groups x £4,610) + (number of KS3 year groups x £5,771) + (number of KS4 year groups x £6,331)) / total number of year groups

1. This provides per pupil funding of at least £4,610 for each primary school, and £5,995 for each secondary school with standard structures of 7 and 5 year groups respectively.
2. The only factors not included in per-pupil funding for the purpose of the MPPL calculation are premises and growth funding. The total of the remaining factors divided by the pupil number used throughout the budget must be at least equal to the MPPL identified for the school. If it isn’t, then this factor will provide such funding as necessary to reach the MPPL.

Minimum Funding Guarantee (MFG)

1. Schools receive protection on their funding from year to year through the MFG. A school is guaranteed to receive 100.5% of the funded average amount per pupil allocated in the preceding year, less exempt items (lump sum, rates and sparsity). For 2024/25 the MFG has been set at 0.5%.

Variations to Pupil Numbers

1. In a small number of cases where new schools do not have all their year groups open yet, the pupil number used throughout the formula has been adjusted. These adjustments reflect the individual funding agreements made with the schools and can include retrospective adjustments for the previous year.

Mobility

1. The mobility factor is a compulsory factor and allocates funding to schools with a high proportion of pupils who have an entry date in the last three years that is not typical. For Years 1 to 11, typical means that the first census on which a pupil is recorded as attending the school is the October census. For Year R, typical means that the first census is in October or January.
2. To be eligible for mobility funding, the proportion of mobile pupils in a school must be above the threshold of 6%. A per pupil amount is then allocated in respect of all mobile pupils above that threshold.

**De-delegation**

1. In 2013, several formally centrally retained DSG budgets were delegated to schools for the first time, and Schools Funding Forums were given additional powers to de-delegate and return this funding to the Local Authority. This de-delegation power applies only to maintained schools and not to special schools, PRUs or academies, and as such, voting on de-delegation is restricted to maintained schools members of the Funding Forum and is further restricted to each phase of education (for example, maintained primary school reps only vote on primary de-delegation).

Schools in Financial Difficulty

1. This funding is used to support individual maintained schools experiencing financial difficulty. Applications are submitted to the Delegated Formula Funding Group (DFFG) for consideration prior to a recommendation to the Funding Forum for its approval. The Funding Forum may also consider an application directly.

Schools in Financial Difficulty (Targeted Intervention)

1. This funding is used to support maintained schools in vulnerable positions by means of projected Ofsted ratings. Without this funding, the Local Authority could not support any maintained school requiring help and this would significantly impact on our ability to move Kent schools from Requires Improvement to Good and potentially jeopardize the overall progress we have made in recent years. Payments to individual schools are approved by the Director of Education and are made to maintained schools only.

Free School Meal (FSM) eligibility

1. This funding is used to fund a small team of staff who undertake checks on the Government’s Hub database (run by DWP/HMRC) to confirm individual pupil’s eligibility for FSM. This service has invested resources into procuring an online system to enable parents to confirm eligibility instantly. This system has the benefit of being able to provide immediate eligibility confirmation to the parent at the same time send a secure and confidential notification to the school or academy.

Supply Cover – Trade Union Duties

1. This funding is pooled with contributions from participating academies and used to fund the supply cover costs for releasing local trade union stewards to support members in schools and academies. Schools and academies who employ trade union stewards are only able to reclaim supply cover costs when their steward supports an employee in a school or academy that has contributed to the pooled arrangement.

Supply Cover – School Personnel Services (SPS)

1. This funding is linked to the work covered by the Schools in Financial Difficulty (Targeted Intervention) funding mentioned above. It is used to fund SPS time where personnel support is needed in difficult cases to negotiate compromise agreements or work with Governing Bodies where action is needed in respect of the senior leadership team in the school. This funding only covers SPS support to maintained schools.

De-delegation Rates per pupil

1. At the Funding Forum meeting held on the 2nd February, Primary and Secondary school representatives voted to de-delegate the budgets listed above. The table below is the amount per pupil that will be de-delegated from school budgets:

|  |  |  |  |
| --- | --- | --- | --- |
| **De-delegation rates**  **(£p per pupil)** | **Primary** | **Secondary** | **Special** |
| Schools in Financial Difficulty (DFFG) | £1.12 | £1.12 | £0 |
| Schools in Financial Difficulty (Targeted Intervention) | £18.74 | £8.85 | £17.90 |
| Free School Meal (FSM) eligibility | £0.62 | £0.62 | £0.62 |
| Supply Cover - Trade Union Duties | £2.01 | £2.01 | £2.01 |
| Supply Cover – SPS | £0.86 | £0.86 | £0.86 |

**Growth Funding**

1. Growth Funding is calculated based on the growth in pupil numbers between the October 2022 and the October 2023 censuses. The Growth Fund can only be used to:
   1. Support growth in pre-16 pupil numbers to meet basic need.
   2. Support additional classes needed to meet the infant class size regulation.
   3. Meet the costs of new schools (identified from the latest census data).
   4. Meet the revenue costs, for schools, of removing or repurposing surplus places.
2. The Growth Policy was approved by the Schools Funding Forum on 18th January 2024 and has been further scrutinised by the ESFA to ensure it is reasonable and compliant with the nationally set Basic Need criteria.
3. There are three strands to Kent’s Growth Policy, which are:
   1. Annual Revenue Resources Cost
   2. Contribution to Learning Space Set Up Costs
   3. New School start up funding
4. In all instances, schools can only access Growth funding where the expansion is for Basic Need. This is defined by the DfE as new pupil places requested by the Local Authority because there are insufficient places available for pupils in the area. For the avoidance of doubt, growth in pupil numbers will not be funded where the increase in pupil numbers is within an existing Planned Admission Number (PAN).

Strand 1 – Annual Revenue Resources Cost

1. A Local Authority’s financial year runs from April to March and an academy’s financial year runs from September to August. In both instances, funding is predicated on the previous October pupil census count, known as lagged pupil funding. A consequence of this system is that an increase in pupils from for example September would not be funded for a Local Authority school for the period September to March and for an academy for the period September to August. This element of Growth funding recognises that there is an unfunded resource needed to support those pupils. This is funded either through Reorganisation funding or Rising Roll funding.

Reorganisation Funding – Protected Pupil Funding for Primary Schools

1. This includes permanent expansion, bulge years (not permanent) and new schools. Funding is paid on the basis of the lower of the difference between old and new PAN and the difference between new PAN and number of pupil leavers in August in Year 2 or Year 6.
2. This is split into three different types and in all cases is based on a guaranteed number of funded pupils. The three groups are:
   1. Where the increase in pupils triggers enough funding that will meet the cost of the resource needed to support the additional intake.  
      Example – where the increase in the PAN is 30, the extra pupils will fully fund the additional class. In this instance protection will be provided in the year of admission only.
   2. Where the increase in PAN will take a longer period of time to fill up and provide the necessary level of resources needed to cover the costs of the additional intake.  
      Example – Sometimes when a school increases its PAN, the initial change creates a situation where in the short term the school finds it has an un-economical PAN. For example a school that has 20 pupils in each of Year R, Year 1 and Year 2 would split the pupils across 2 classes. If they increased their PAN to 30 pupils per class, in Year 1 they would have 70 pupils (Year R = 30, Year 1 = 20, Year 2 = 20), in Year 2 they would have 80 pupils (Year R = 30, Year 1 = 30, Year 2 = 20), and in Year 3 they would have 90 pupils (Year R = 30, Year 1 = 30, Year 2 = 30). From Year 1, the school would have to run three classes to comply with Infant Class Size legislation. In this instance, the school would be protected on 90 pupils for the first three years until the new PAN has worked its way through.
   3. Where the initial year group intake is in school years 1 to 6 and not Year R. Protection is provided for the full period that any additional classes remain open until the pupils leave the school.  
      Example – a school with a PAN of 30 pupils agrees to increase its intake to 60 pupils in Year Group 3. In the initial year of expansion, the school will receive protection on 30 pupils. In the following years protection will be provided on 51 (30+21) pupils. The new class is protected on 21 pupils for the full period any additional classes remain open until the pupils leave the school. Funding for bulge classes is contingent up on the opening and continued maintenance of such classes, containing a number of pupils in excess of any vacancies in alternative classes in the relevant year group.
3. Protection will be calculated by multiplying the number of protected pupils by the basic entitlement (AWPU). For a new school, protection will be applied in the same way as above, however all other factors included in the delegated formula budget (including any MFG) will be included in the calculation.
4. Schools can be requested to increase their PAN permanently or for a defined period. In relation to where a school is requested to increase their PAN permanently, protection will be paid for a maximum period of three years, and this will only include protection for the individual year group in the year the expansion takes place.
5. Growth Funding will only be triggered where the increase to the PAN is over a certain threshold; for a Primary School it is 20%.

Reorganisation Funding – Protected Pupil Funding for Secondary Schools

1. This includes permanent expansion, bulge years (not permanent) and new schools. Funding is paid on the basis of the lower of the difference between old and new PAN and the difference between new PAN and number of pupil leavers in August in Year 11.
2. Rising Roll will only apply to a permanent expansion that meets the Basic Need criteria. It will start from the period following the final year of reorganisation funding and will run until the school’s final year of expansion. It only funds on actual numbers and not a protected number and provides funding where there is a funding lag.
3. Where Rising Roll funding is applicable, the number of eligible pupils will be multiplied by the relevant AWPU rates, and then multiplied by 7/12th (September to March) for a Local Authority school and 12/12th (September to August) for an academy.
4. Growth Funding will only be triggered where the increase to the PAN is over a certain threshold; for a Secondary School it is 10%.

Strand 2 - Contribution to Learning Space Set Up Costs

1. The purpose of learning space set up funding is a contribution towards the necessary equipment needed to furnish a classroom, for those items not classified as a capital item.
2. For primary school contribution funding, a contribution of £6,000 towards the set-up costs of each new learning space will be made from the Growth Fund. In general, a learning space is defined as the increase in pupil numbers divided by 30 pupils. For example, if a school has a permanent increase in its PAN from 30 to 60 pupils, it would need to open 7 additional classes and therefore will receive 7 x £6,000 = £42,000.
3. For secondary school contribution funding, a contribution of £6,000 towards the setup costs of each new learning space will be made from the Growth Fund. The number of learning spaces will be determined by the school’s Assistant Director Education.

Strand 3 – New School Set Up Funding

1. This funding is to recognise revenue setup costs prior to the opening of the school.
2. New schools can claim up to £76,195 towards the setup costs prior to the opening of the school. To access this funding, the new school must submit a plan of expenditure to the relevant Assistant Director Education for their authorisation. In this instance, it will be the discretion of the Assistant Director Education to agree the amount of set up funding to the maximum of £76,195. This figure is based on the amount provided to the Local Authority from the DfE.

Amalgamations

1. In the year of amalgamation, the two predecessor schools will retain their individual lump sums until the end of the financial year. For maintained schools this is March and for academies this is August.
2. In the year following amalgamation, the newly amalgamated school will receive 85% of the collective lump sums for the two predecessor schools.
3. For the second financial year after the amalgamation took place, the newly amalgamated school will receive one lump sum of £120,000.
4. In exceptional circumstances a submission can be made to the ESFA to request for an extended period of protection beyond the standard period.
5. The protected lump sum will automatically be funded from the Schools Block DSG and will not be charged against the Local Authority’s Growth Fund as this is a national funding arrangement.

**Funding Rolls Fund**

1. At their meeting on the 18th January 2024, the Funding Forum agreed the Falling Rolls Policy for the 2024/25 financial year.
2. Falling Rolls funding is distributed by the DfE on the basis of the difference in pupil numbers on roll in each local authority between the October 022 and October 2023 censuses.
3. The following is the eligibility criteria for Falling Rolls funding:

|  |  |
| --- | --- |
| **Primary** | **Secondary** |
| All schools considered regardless of OFSTED rating | |
| Must have fewer than 420 pupils (as at October census) | Must have fewer than 550 pupils (excluding 6th form, as at October census) |
| Pupils must have dropped between latest October census and previous years’ October census | School normally offers more than 550 |
| Average number of pupils per class has fallen below 25 |  |
| Planning data shows places are required in the next 3-5 years, along with assurance from AEO | |
| Excludes schools in receipt of pupil protection through other funds | |
| Minimum Funding Guarantee will be deducted | |
| Reviewed annually | |
| Need to complete Curriculum Funding Model | |

1. For Primary schools, the funding is provided at the basis AWPU rate, at the lower of:
2. Pupil numbers on the previous year’s census are divided by 30 to give a class number. That class number is then multiplied by 25 to give a minimum number of pupils to make that class number affordable. That figure is taken away from the current year’s census to give the number of pupils who would receive funding.
3. Funding based on the pupil number difference in previous year census against current year census.
4. An example for Primary school funding is a school whose total roll has fallen from 370 to 320 between the 2 latest censuses. The SCAP data estimates that 50 places will be required within the next three years.
5. The assumed class structure at October 2022 census was 370/30 = 13 classes. The assumed class structure October 2023 was 320/30 = 11 classes, so a reduction of 2 classes. The minimum number of children to sustain a 13-class structure would be 13 x 25 pupils = 325 pupils.
6. For Secondary schools, the school receives funding for every child below census number of 550, at the rates detailed below:

|  |  |
| --- | --- |
| **Pupil numbers below 550** | **Rate per pupil paid** |
| 0-49 | £1,400 |
| 50-99 | £1,500 |
| 100-149 | £1,600 |
| 150-199 | £1,700 |
| 200-249 | £1,800 |
| 250-299 | £1,900 |
| 300-349 | £2,000 |
| 350+ | £2,100 |

**High Needs Funding**

**Special Schools**

1. This section of the guidance should be read alongside the special school funding rates template.
2. The implementation of place plus in special schools means that the school will receive £10,000 per place irrespective of whether a pupil attends. For each pupil that attends the Special School, a top up rate is applied per pupil which gives the funding rate described below, minus the £10,000 place funding already paid per place.
3. Special School rates are calculated on the basis of each academic year as commissioned place numbers, however special schools are funded in a financial year using a weighted average of these rates.
4. The agreement of commissioned place numbers takes place every Autumn for the following academic year, which determines the funding from the Local Authority and influences the funding rate per pupil.
5. The Special School funding rate calculated for each academic year is determined by a funding formula which uses several factors to determine a funding rate for each pupil in a special school based on their primary need type. These factors are separated into two distinct categories which are pupil led factors and school led factors. Pupil led factors determine a rate per pupil based on pupil characteristics. School led factors determine a lump sum due to the school and then divide by number of commissioned places to give an effective rate per pupil. These are then totalled to give a rate per pupil for each primary need type.
6. For Special Schools, the Minimum Funding Guarantee (MFG) has been set at 0.5% for 2024/25, which means that in 2024/25 no Special School will receive less funding per pupil with a given need type less than in 2023/24.

Pupil led funding factors

1. Day rate funding is targeted at teaching in the classroom and varies depending on the pupil primary need type.
2. Teachers and Learning Support Assistants – Each primary need type has a model classroom which defines how many pupils would typically be in the class and how many teachers and learning support assistants would be needed. The average cost of the staff in the model class is divided by the number of pupils to become the primary component of the day rate.
3. Unweighted Leadership – This is for fixed leadership costs, such as one Headteacher, but salary would be influence by number of pupils in the school.
4. Weighted Leadership – There is a direct relationship between the number of staff and how many leadership positions are needed.
5. Premises per Place – It is recognised that there is a variable premises cost for each pupil.
6. Grounds per Place - It is recognised that there is a variable grounds cost for each pupil.
7. Admin Supplies and Services per Place - It is recognised that there is a variable supplies and services cost for each pupil.
8. Adjusted Rate due to School Type – As the need type attached to a pupil does not determine the complexity or severity of need, the following uplifts to the basic ASD need type rate apply:
   1. 10% of all ASD places in C&I and PSCN special schools are funded at ASD2.
   2. All ASD pupils in Stone Bay are funded at ASD2.
9. Residential Weekday Rate and Residential Weekend Rate – Included in these rates are the following elements: Care Staff waking hours; Care Staff sleeping hours; Key Workers and Middle Management; Medical Services; Premises Staff; Leadership; Stationery.
10. Subsidy on Day Places (Catering) – Funding is provided for each pupil, in recognition that additional staff are required at mealtimes, to support pupils.
11. Lunch Grant – In 2011/12 several DfE grants were rationalised, including where all schools received £11 per pupil towards the cost of providing healthy meals. This grant is now included in the Special Schools funding formula.
12. Specialist Schools Funding – As part of the 2011/12 DfE reforms mentioned above, this grant was rationalised. It was agreed that the total sum of funding in 2011/12 would be distributed on an equal basis to all Kent Special Schools.
13. Further Delegation – The funding for NQTs has been delegated to schools and included in the funding formula.
14. Residential Weekday Places (Catering) – Funding is allocated for breakfast and evening meals as a contribution towards the cost of the food.
15. Residential Weekend Places (Catering) – Funding is allocated for breakfast and evening meals as a contribution towards the cost of the food. Weekend residential pupils will not receive the weekday catering funding rate in addition as this is included in the weekend rate.
16. London Fringe Day/Weekday/Weekend Pupils – Schools in the London Fringe area have additional staffing costs associated with this geographical area and therefore salary related elements in the formula have been uplifted.

School Led Funding Factors

1. Lump Sum Day – Schools receive a lump sum in recognition that there are core costs common to all schools, regardless of size. The lump sum is then divided by the number of commissioned places at the school for the academic year to determine a rate per pupil. This lump sum is made up of the following parts: Leadership and Management; Further Delegation Extended Schools; further Delegation Personnel; Stationery and Services; KPSN(Broadband); Premises and Standards Fund (mainstreaming of grants/all Special Schools received an equal split of the total amount).
2. Lump Sum Catering Day – All schools receive a lump sum for catering. As with the catering factor in the pupil led element of the formula this is in recognition of the additional staff needed to supervise pupils at mealtime.
3. Specialist Schools Funding (Lump Sum) – All schools receive a lump sum for Specialist Schools funding relating to the further delegation already mentioned. The lump sum is then divided by the commissioned place numbers for the academic year to calculate a rate per pupil.
4. Free Mid-Day Meals – It is a statutory requirement that if a pupil is eligible for a Free School meal (FSM) then the school must provide the pupil with a meal. The funding requirement for this is incorporated into the funding rate by calculating the % of FSM pupils on roll at the school as at the October census and this % is then multiplied by the funding rate to determine the rate per pupil.
5. Gross Day Floor Area (square metres) – This funding is targeted at utility costs, cleaning costs, maintenance costs and premises staff. The total funding generated is divided by the number of commissioned places for the academic year to calculate a rate per pupil. In year adjustments to funding for premises will only be made if the premises square metre footprint generates funding of more than 1% of the overall funding the school has received in the previous financial year.
6. Ground Site Area (hectares) – This funding is targeted at grounds maintenance. The total funding generated is divided by the number of commissioned places for the academic year to calculate a rate per pupil.
7. Rentals – Funding for rentals will only be paid if the school needs to hire additional premises to deliver the curriculum. Before entering any agreement, the school must get authorisation from their Assistant Director (Education) that it meets the necessary criteria (to deliver the curriculum) and on confirmation from the Assistant Director (Education) the school must seek advice from Local Authority Property Services regarding the robustness of the agreement entered. If this criterion is not met in full, the reimbursement of costs will not be considered. The total agreed cost per annum is then divided by the number of places for the academic year to calculate a rate per pupil.
8. Hydrotherapy Pool – All PSCN and CI schools that have a hydrotherapy pool will receive a lump sum payment. The lump sum payment is then divided by the commissioned place numbers for the academic year to calculate a rate per pupil.
9. Split Site (Band 1) – Schools organised on two or more main sites, which are separated by a busy main road or a shortest walking route of 0.5-5 miles are eligible for Band 1 Split Sites funding. This is in recognition of the additional costs associated with transporting staff and children between sites. Schools where a bridge or tunnel is available to overcome the problems of a busy main road do not qualify. The lump sum payment is divided by the commissioned place numbers for the academic year to calculate a rate per pupil.
10. Split Site (Band 2) – Schools organised on town or more main sites, which are separated by an average journey time by road of more than 15 minutes or by a shortest walking route of 5 miles or more are eligible for Band 2 Split Site funding. This is in recognition of the additional costs associated with transporting staff and children between sites. In exceptional circumstances the overall lump sum may be adjusted to recognise additional costs, where this is the case an appraisal of the overall costs of the school needs to be carried out. The lump sum payment is divided by the commissioned place numbers for the academic year to calculate a rate per pupil.
11. Residential Floor Area Weekday (square metres) – This funding is targeted at utility costs, cleaning costs, maintenance costs and premises staff. The total funding generated is divided by the number of commissioned residential school places for the academic year to calculate a rate per pupil.
12. Residential Floor Area Weekend (square metres) – This funding is targeted at utility costs, cleaning costs, maintenance costs and premises staff. The total funding generated is divided by the number of commissioned residential school places for the academic year to calculate a rate per pupil.
13. Residential Lump Sum – All residential special schools will receive a lump sum in recognition that there is generally a common core cost to all schools regardless of size. The lump sum is divided by the number of commissioned place numbers at the school for the academic year to determine a rate per pupil.
14. London Fringe Day/Residential Pupils – Schools in the London Fringe Area have additional staffing costs associated with this geographical area and in recognition of the additional staffing costs salary related elements in the formula have been uplifted.

Place Plus Funding

1. Place Plus funding aims to identify an individual sum of funding for each high needs pupil (based on their need type) and is made up of three separate elements: Element 1 and Element 2 constitute the base (place) funding of £10,000 per commissioned place in the school. Element 3 funding (known as top up funding) is the difference between the funding rate of the pupil’s primary need type minus the £10,000 Elements 1 and 2 place funding.
2. Elements 1 and 2 funding is guaranteed as it is paid per commissioned place not actual places filled. Element 3 top-up funding is paid to the school on a monthly pro-rata basis, a month in arrears, based on each month the pupil is on roll at the school.
3. For example, an individual funding rate of £21,000 for a pupil who attends the special school for nine months of the financial year. Using the Place Plus funding methodology £10,000 will be paid to the special school through Elements 1 and 2 place funding. The remaining £11,000 will be paid to the school on a pre rata basis through Element 3 funding. The Special School will receive £11,000/12 months x 9 months = £8,250 Element 3 funding.
4. Where actual pupil numbers in a special school exceed the number of places commissioned by the Local Authority, Element 1, 2 and 3 funding is allocated to the school on a pro rata basis from the point commissioned places were first exceeded. If actual numbers subsequently fall below commissioned numbers during the academic year, the Element 1 and 2 funding will continue to be paid at the highest point for the remainder of the academic year.
5. Statements are issued detailing pupils currently attending each Special School; schools are expected to check the statement for accuracy and completeness and must email any updates to [specialpupiltracking@kent.gov.uk](mailto:specialpupiltracking@kent.gov.uk) within 30 days to ensure prompt payment for all pupils.
6. Local Authority maintained schools receive Elements 1, 2 and 3 funding directly from the Local Authority whereas academies receive Elements 1 and 2 funding from the ESFA, with Element 3 funding being provided by the Local Authority. In some instances, the Local Authority may pay additional Elements 1 and 2 place funding directly to an academy, such as when actual numbers in a Special Academy exceed commissioned places.

Funding for Other Local Authority (OLA) Pupils

1. Since April 2013, the responsibility is with the individual school to recoup the funding for pupils placed in its schools by OLAs. At the same time, Kent Association Special Schools (KASS) now Kent Special Educational Needs Trust (KSENT) agreed with that the Local Authority would continue to recoup funding for the OLA pupils placed in Kent schools.

Teachers Pay and Pensions

1. The teachers’ pay and pension grants were mainstreamed into the Dedicated Schools Grant from the 2021/22 onwards. Special Schools continue to receive a separate income stream to replace these grants at a rate per place for the 2024/25 financial year which will be the same rate as in 2021/22. The funding rate is the amount of funding received in the 2021/21 financial year divided by the weighted average number of places in the school in the same financial year.
2. Special Schools with an STLS Service Level Agreement also receive this funding due to employer pension costs for STLS teachers. This is shown separately on the Special Schools Funding Template.

Observation and Assessment

1. A provision is made for Observation and Assessment for Special Schools which is calculated by means of a lump sum plus a funding rate per FTE place. This is shown separately on the Special Schools Funding Template.

Pooled Budgets

1. Special Schools have pooled budgets which mirror the de-delegation arrangements detailed above for mainstream schools.
2. The rates are set out in the following table:

|  |  |
| --- | --- |
| **De-delegation rates**  **(£p per pupil)** | **Special** |
| Schools in Financial Difficulty (DFFG) | £0 |
| Schools in Financial Difficulty (Targeted Intervention) | £17.90 |
| Free School Meal (FSM) eligibility | £0.62 |
| Supply Cover - Trade Union Duties | £2.01 |
| Supply Cover – SPS | £0.86 |

**Specialist Resourced Provision (SRP)**

1. To receive High Needs Funding for an SRP pupil, the school’s SRP must be named on the pupil’s Education Health and Care Plan (EHCP).
2. SRP funding is made up of 3 elements:

Element 1 - Core Education Funding (School Formula budget or £4,000 funding)

Element 2 – Additional funding (£6,000)

Element 3 – Top Up Funding (individual to each SRP)

1. Elements 1 and 2 added together form your ‘place funding’ and is based on guaranteed number of commissioned places. Element 1 is included in the school’s mainstream funding formula, unless the number of SRP pupils included in the formula is less than the number of commissioned places, then an allocation of £4,000 per extra place with be paid. Element 2 is paid for the current number of commissioned places.
2. Element 3 is calculated by taking the SRP need type funding rate and deducting Element 2 (£6,000). Element 3 is only paid for actual pupils on roll at the SRP and funding will follow the pupil monthly.
3. Commissioned places are agreed on an annual basis in the Autumn for the following academic year. As the financial year spans two academic years, you may therefore have different place numbers for April to August and for September to March.
4. If commissioned places are exceeded, Elements 1 and 2 will be paid by the LA on a pro rate basis monthly for as long as the number of commissioned places are exceeded. The total of commissioned places takes into account both Pre-16 and Post-16 places and, where applicable, other SRPs within the school/academy. Excess Element 1 funding will be reduced to account for excess SRP pupils included in your formula budget.
5. For example, if in one month you are 1 place over your commissioned post 16 places you would receive £6,000 x 1/12 = £500 but if you are also under your pre 16 places by 1 pupil we would deduct from this amount £10,000 x 1/12 = - £833.33. The net payment would be £500 - £833.33 = - £416.67 which would result in no excess Element 1 & Element 2 payment in that month. The amount of excess place funding will always be positive, and no place funding will ever be deducted as you are guaranteed place funding for your commissioned number of places.
6. The individual SRP rate is calculated based on the historic Individually Assigned Resources (IAR) rate which has been periodically uplifted. The amount of funding that would have been attracted through IAR for the number of commissioned places and the need type mix recorded on the October census is calculated and then divided by the number of places. The first £6,000 of this figure is Element 2 with the rest being Element 3.
7. There are three steps to this calculation:

**Step 1** – Establish the commissioned place numbers for both pre-16 and post-16 in both relevant academic years. The pre-16 place numbers are then weighted on the basis of 5/12 for the 2023/24 academic year and 7/12 for the 2024/25 academic year. The post-16 places are then weighted on the basis of 4/12 for the 2023/24 academic year and 8/12 for the 2024/25 academic year.

**Step 2** –The need mix of the SRP is taken from the October census data. For SRPs that are new and have no October census data, a generic need mix is used based on the type of provision. The number of pupils as of October for each need type are divided by the total number of October pupils to get a proportion for each need type. That proportion is then multiplied by the total weighted average places to get a distribution of commissioned places across the different need types.

**Step 3** - As the mix of places has been established, the amount of funding the places should attract if you are at capacity can be calculated. The number of places is multiplied by the relevant IAR rate for each need type. The IAR rate differs depending on the number of places, i.e. the first three pupils attract one rate and then the rate reduces for places four to twenty and again for any places in excess of twenty. The rates are shown on the template. The total funding amount for each need type is then added together and divided by the total weighted average places to get an average amount per pupil. This is the High Needs IAR element of the rate.

1. The Top up rate is calculated by deducting Element 2 (£6,000) from the total SRP rate.
2. Payments are made on a monthly basis, a month in arrears, through the Schools Advances. Following this, statements are issued detailing pupil currently attending each SRP; schools are expected to check the statement for accuracy and completeness and must email any updates to [specialpupiltracking@kent.gov.uk](mailto:specialpupiltracking@kent.gov.uk) within 30 days to ensure prompt payment for all pupils.

Funding for Other Local Authority (OLA) Pupils

1. Funding regulations state that the responsibility for recouping the funding for pupils from OLAs lies with each individual school. Kent County Council’s policy is to fund all SRP pupils attending a Local Authority school or Academy on the same basis, regardless of whether they are a Kent or OLA pupil, and then recoup the funding from the OLA that has placed the pupil.
2. It is the school / academy’s discretion if they want to apply this arrangement whereby they are funded by the Local Authority and this will be applied unless notified by the school / academy. If the school / academy choose to do their own recoupment, then this will be applied to all OLA pupils attending their school / academy.

**Mainstream Schools High Needs Funding**

1. The LA has responsibility for funding High Needs pupils in mainstream schools, for both LA schools and academies. Kent currently complies with the DfE definition of a High Needs pupil where the cost of the additional need of the pupil is assessed at being greater than £6,000 per annum.
2. Mainstream High Needs funding is made up of 3 elements:

Element 1 - Core Education Funding (AWPU rate)

Element 2 - Notional SEN budget

Element 3 – Top Up Funding (agreed upon individual application)

1. For a pupil to be assessed for High Needs Funding (Top Up Funding), an application must be submitted via the web based High Needs Funding portal. For the avoidance of any doubt an application is not dependent on the pupil having an Education Health Care Plan (EHCP).
2. Upon receipt of the HNF application, the claim is reviewed by the LA and if the costs of support for the pupil is deemed to exceed £6,000, a ‘Pupil Offer’ will be made. This offer will be for an annual Top Up Funding (element 3) amount, with the first £6,000 (element 2) being funded from the school’s Notional SEN budget (except for Post 16 pupil claims where element 2 is funded in full by the LA). The same process is followed for Pupils with Exceptional Needs.
3. Notional SEN is calculated using the following National funding Formula factors : 5% Basic Entitlement, 70% of Ever 6 Free School Meal, Deprivation and Mobility Factors, and 100% Low Prior Attainment Factor, and 43% MPPFL and MFG Factors.
4. Example of funding (see table), based on an example where a mainstream pupil has agreed additional need costing £9,000.

|  |  |  |
| --- | --- | --- |
| **Element 1 – Core Education Funding** | | |
| Primary (Years R to 6) AWPU | Secondary KS3 and KS4 (Years 7 to 11) AWPU | Post 16 National Funding Formula (NFF), paid as part of annual budget settlement |
| Included within funding formula | Included within funding formula | Post 16 National Funding Formula (NFF), paid as part of annual budget settlement |
| **Element 2 – Additional Support Funding** | | |
| £6,000 – paid from school’s notional SEN budget | £6,000 – paid from school’s notional SEN budget | £6,00 paid by Local Authority |
| **Element 3 – Top Up Funding** | | |
| £3,000 paid by Local Authority (£9,000 - £6,000 = £3,000) | £3,000 paid by Local Authority (£9,000 - £6,000 = £3,000) | £3,000 paid by Local Authority (£9,000 - £6,000 = £3,000) |

1. In addition to Element 3 Top Up funding, the LA currently provides two types of ‘protection’ funding known as Notional SEN Top Up funding:
   1. 10% Notional SEN Top Up funding
      1. Paid to schools with Notional SEN budgets of less than £60,000 per annum.
      2. These schools will pay a maximum contribution towards the cost of Element 2 of 10% of the school’s Notional SEN budget per pupil, rather than £6,000.
      3. The Annual Top Up rate is divided by 12 to give a monthly amount which is paid throughout the year alongside a school’s monthly Element 3 payments.
      4. For example, a school with a Notional of £52,000 with one High Needs Pupil who has additional needs costing £13,000 will receive Element 3 Top Up Funding of £7,000 per year (the amount in excess of £6,000) and a further £800 per year towards the cost of Element 2 (£6,000 less £5,200 (10% of the school’s Notional SEN budget)).
   2. Notional SEN Top Up funding
      1. Protection funding paid to schools with a disproportionate level of High Needs Pupils compared with their Notional SEN budget.
      2. Ensures schools pay no more than a maximum overall contribution towards the cost of Element 2 of their % of the school’s Notional SEN budget.
      3. Eligible schools will trigger funding towards the latter end of the financial year when the school’s contribution (£6,000 per annum or £500 per pupil per month) reaches their % threshold.
      4. Once the threshold is reached, the LA will fund any Element 2 costs for the remainder of the financial year alongside a school’s monthly Element 3 payments.
2. The threshold for the notional SEN Top Up funding is set based on the size of the school:
   1. Primary School (school roll up to 175): 40% of school’s notional SEN budget.
   2. Primary School (school roll up to 176 and 315): 45% of school’s notional SEN budget.
   3. Primary School (school roll over 315): 50% of school’s notional SEN budget.
   4. Secondary Schools: 50% of school’s notional SEN budget.
3. Funding is aligned as closely as possible to school terms and is broken down into three payment periods, period 1 (April to August), period 2 (September to December) and period 3 (January to March). Funding is paid monthly for the full month from the date the pupil is eligible for High Needs funding until the end of the funding period. If a pupil leaves during one of the three funding periods, the school will continue to receive the funding until the end of the period the pupil left in. For example, if a pupil was in receipt of funding in April but left in June, funding would continue until the end of August.
4. Schools will need to submit an annual application for High Needs Funding. In addition, a new application will need to be made for any pupil that changes school.
5. For the avoidance of any doubt, funding is agreed for a one-year period. Schools are required to submit reapplications for the continuation of funding beyond a year and any change to the agreed rate will become effective from the first month of the following funding period. If schools do no submit reapplications annually, funding will cease at the end of the funding period after one year.

High Needs Pupils in mainstream schools from Other Local Authorities (OLAs)

1. The Local Authority will collect the High Needs funding from the OLA on the request of the school and pay any High Needs funding due to the school through the Kent School Advances funding system. However, this arrangements will only be made for the school on the basis that the funding can be recouped from the OLA. The school will need to provide the Local Authority with the relevant details to confirm that the OLA agree to fund, including contact name and billing address.

**Alternative Provision**

**Pupil Referral Units (Non-Health)**

1. A number of PRU commissioned places will be determined at a county level equal to 0.042% of the secondary pupil population. These places will be shared across the alternative provision districts in proportion to the allocation of devolved funding to non-selective secondary schools. These will be the funded places.
2. In districts where there is a PRU, the place number for the district will be multiplied by the PRU funding rate of £19,266 to arrive at the delegated budget for the district which will be the total budget for the PRU.
3. The number of PRU places in each district will be uplifted by a uniform percentage to recognise that places may be commissioned by other bodies besides the LA. These additional places will be added to the funded places to calculate the total places figure. All place numbers are rounded.
4. Each PRU will receive funding equal to £10,000 per total place, which includes £4,000 element 1 funding and £6,000 element 2 funding.
5. Each PRU will then receive top up funding (element 3) equal to the district delegated budget less the place funding already provided.
6. A PRU within the London fringe will receive an uplift to their total funding of 3.77% of their total funding in keeping with mainstream schools.
7. A PRU will also receive an allocation for teachers pay and pensions on the same basis as set out above for special schools.

**The Rosewood School (Health)**

1. The Rosewood School will receive a budget equal to the agreed place number multiplied by the standard PRU funding rate of £19,266. The Rosewood School also acts as budget holder for out of county provision, but this is dealt with outside of the place plus process. The Rosewood School will also receive an allocation for teachers pay and pensions on the same basis as set out above for special schools.

**Devolved Funding to Non-Selective Secondary Schools**

1. A fund of £12,693,426 is available for distribution to PRUs (non-health) plus devolved allocations to non-selective secondary schools. Schools within the London fringe area receive an uplift to their allocation of 3.77% which is paid in addition to this fund. The fund is initially distributed to all secondary schools in Kent.
2. 50% of the fund is distributed to all secondary schools based on their share of the total headcount. The headcount of each school is the average of the actual year 7 to 11 headcount on the previous October census and the operational capacity of the school. The total headcount is the sum of headcount across all secondary schools.
3. 40% of the fund is distributed to all secondary schools based on their share of the distribution of pupils recognised by the IDACI measure in the school budget.
4. 5% of the fund is distributed to all secondary schools based on their share of the distribution of looked after children.
5. 5% of the fund is distributed to all secondary schools based on their share of the distribution of pupils with English as an Additional Language.
6. The data used for the distribution is the same as is used for the mainstream formula budget.
7. Once the initial allocations are calculated a grammar school adjustment is made. The allocation to each grammar school is removed with the total grammar allocation in the district being shared between the non-selective secondary schools allocations in proportion to their adjusted allocation. There is no deduction for any part of a delegated budget relating to London Fringe.
8. The remaining allocations become the devolved funding allocations for the schools in the district.

**Early Years Funding**

**3&4 Year Olds**

1. Eligibility for Early Years Free Entitlement funding is provided from the term after the pupil is three years old and continues up and including the term when then pupil turns five years old. Mainstream funding for Year R and Early Years Free Entitlement funding cannot be claimed for the same people.
2. Free Entitlement funding can be claimed for up to a maximum of 1,140 hours (38 weeks x 30 hours) for one pupil in an academic year (September to August) when meeting the criteria. If the pupil does not meet the criteria, they can claim up to a maximum of 570 hours (38 weeks x 15 hours).
3. Payment is made in accordance with a pre-published timetable and is made on the basis of an hourly funded rate for the setting multiplied by the number of free entitlement hours for the financial year. Each maintained setting will have a funding rate per pupil for 3 and 4 year olds made up of Base Rate, Leadership Qualification Factor and Disadvantage Factor.
4. Base rate is a flat hourly base rate for all providers. This is currently set at £5.16 per hour.
5. Leadership Qualification Factor recognises the most significant single indicator of high quality provision is the qualification levels of staff in a setting. To receive the Qualified Leader Supplement, a setting must have a nominated leader with either Qualified Teacher Status (QTS) or Early Years Professional Status (EYPS). The leader must have been directly employed by that setting and must have significantly influenced the learning of the children within that setting. The Qualified Leader may be part time but to have significantly influenced the learning they must have worked at the setting for at least 50% of a full time equivalent. A setting with a nominated leader with QTS and paid under the statutory teachers’ pay and conditions would receive an additional £1.20 per child per hour. Early Years Professional or Teacher Status (EYP or EYT) or QTS (but not employed on and paid under the Statutory Teachers’ Terms and Conditions) receives an additional £0.30 per hour.
6. Disadvantage Factor targets funding at the most deprived children. The way this factor is calculated and allocated has changed, to ensure a clearer link between eligible children and the additional funding. The eligible children will be identified using IDACI (Index of Deprivation Affecting Children Index). This is a nationally recognised, publicly available, measure of deprivation and is the same deprivation measure used to calculate School funding. The funding rates are as follows:

|  |  |  |
| --- | --- | --- |
| **Scenario 1** | **Band** | **Rate** |
| Pupils in the most deprived 5% of LSOAs | A | £0.54 |
| Pupils in the next 10% most deprived LSOAs | B | £0.27 |
| Pupils in the next 10% most deprived LSOAs | C | £0.13 |
| Remaining pupils | D | £0.00 |

1. In addition, some protection will be offered to the providers most affected by the changes to the method of calculating deprivation and those eligible providers will be contacted individually.

**2 Year Olds**

1. Funding can be claimed for both Disadvantaged 2 year olds (known in Kent as Free for 2) for up to 15 hours for 38 weeks of the year. A family needs to meet certain eligibility criteria, eligibility can be checked by parents on line. Further information is available on Kelsi [Free childcare - Kent County Council](https://www.kent.gov.uk/education-and-children/childcare-and-pre-school/free-childcare#tab-1).
2. From April 2024 working families of 2 year olds will be able to claim funded hours for up to 15 hours for 38 weeks of the year. A family needs to meet certain eligibility criteria, further information is available at Kelsi on the above link.
3. Base rate is a flat hourly base rate for all providers. This is currently set at £7.55 per hour.

**9 Months to 2 Year Olds**

1. From September 2024 onwards, working families will be able to claim funded hours for up to 15 hours for 38 weeks of the year. A family needs to meet certain eligibility criteria, eligibility can be checked by parents online. Further information is available on Kelsi at the above link.
2. The rate for 9 month olds to 2 year olds is £10.26 per hour.

**Early Years Pupil Premium (EYPP)**

1. Eligible children can start claiming EYPP in the term in which they become eligible for 3 and 4 year old free entitlement. This has now been extended to include 2 year olds, and from September 2024 onwards this is extended to 9 month olds to 2 years.
2. The criteria for claiming EYPP is that the child receives the 15 hours free childcare. Their parent must also get at least one of the following:
   1. Income support
   2. Income-based Jobseeker’s Allowance
   3. Income-related Employment and Support Allowance
   4. Support under part six of the Immigration and Asylum Act 1999
   5. The guaranteed element of State Pension Credit
   6. Chil Tax Credit (provided not also entitled to Working Tax Credit) and have an annual gross income of no more than £16,190
   7. Working Tax Credit run-on, which is paid for four weeks after you stop qualifying for Working Tax Credit
   8. Universal Credit – household income less than £7,400 a year after tax, not including any benefits received.
3. A child may also be eligible for EYPP is they are currently being looked after by a Local Authority in England or Wales or if they have left care in England or Wales through adoption, special guardianship order or a child arrangements order.
4. Claims for EYPP should be made via online claim form on Kelsi.

**Disability Access Fund (DAF)**

1. DAF is available to 3 and 4 years olds, and 2 year olds. From September 2024 onwards, this will be extended to 9 month olds – 2 year olds. They may be eligible if they are in receipt of Disability Living Allowance and they receive funded hours.
2. Claims for DAF should be made via an application form which should be completed with parents and carers. The form should then be emailed to Early Years Management Information.

**Special Educational Needs Inclusion Fund (SENIF)**

1. SENIF can be requested by Private, Voluntary and Independent (PVI) Pre-school Settings, Maintained Nursery Settings, Registered Childminders and Registered Out of School Providers (where the Free Early Education Entitlement is accessed). It is a statutory requirement to be provided by the Local Authority to enable settings, childminders and out of school providers supporting pre-school children with special educational needs to secure better outcomes.
2. In order to apply for SENIF, settings will need to provide pre-existing evidence and a completed SENIF request form.
3. There is now a statutory SENIF for 2 year olds and under 2s as part of the extended free entitlement.

**Other Grants**

**Mainstream Additional Schools Grant**

1. This grant was introduced for 2023/24, and for 2024/25 it has been rolled into core funding and is no longer a separate grant.

**Teachers Pay Additional Grant**

1. The Teachers’ Pay Additional Grant will continue to be paid in 2024/25 for the whole of the financial year. Allocations for 2024/25 will be calculated using twelve sevenths of the funding rates paid in 2023/24 to reflect that this covers a full year rather than seven months.
2. Schools eligible for this grant include mainstream school providers for the 5-16 year old age range, as well as special schools, Pupil Referral Units and Hospital Schools.
3. The funding provided is calculated as follows:
   1. A basic per pupil rate of £36 for primary pupils
   2. A basic per pupil rate of £50 for key stage 3 pupils
   3. A basic per pupil rate of £57 for key stage 4 pupils
   4. A lump sum of £1,345
   5. An FSM6 per pupil rate of £31 per eligible primary pupil
   6. An FSM6 per pupil rate of £45 per eligible secondary pupil
   7. Special Schools are funded on the basis of £260 per place
4. Your planning assumptions should assume this will continue over the 3 year budget period. It is our expectation this will be rolled into the main school’s formula in future years but for ease in budgeting you should assume it will continue as a separate grant as the impact should be similar.

**Pupil Premium**

1. Pupil Premium continues into the 2024/25 financial year and our planning assumption is that this will continue to be the case for the whole three-year budget planning period. Pupils who are eligible for FSM or have been eligible in the past six years will attract a rate of £1,480 in the primary phase and £1,050 in the secondary phase. Pupils who have been adopted from care or have left care will attract a funding rate of £2,570. Children who are looked after by the Local Authority will attract a funding rate of £2,570, which will be managed by the Local Authority. Our recommendation to schools is to plan with the same rates in future years.
2. The service premium will be £335 in 2024/25 and this is also expected to continue for the foreseeable future. This will be payable for a pupil who has a parent who is serving in HM Forces or has retired from the Ministry of Defence.

**Universal Infant Free School Meals Grant**

1. This is an academic year grant. Our planning assumption is that it will continue on the same basis for the three year budget planning period. Each meal taken by an eligible pupil attracts £2.53. An allocation assumes that pupils will take 190 school meals over an academic year, providing £480.70 per eligible pupil.
2. Allocations count the number of pupils recorded as taking a meal in Year 1 and Year 2 in the October and January school censuses within the relevant academic year. Pupils known to be eligible for Free School Meals (FSMs) in the same censuses who are taking a meal are then deducted as funding is provided within the mainstream formula. The figure is then divided by two to give the average number of eligible UIFSM pupils in Years 1 and 2.
3. The number of reception pupils used will be the greater of:
   1. The number of pupils recorded as taking a meal in the October and January school censuses within the relevant academic year, minus those pupils taking a meal known to be eligible for FSM in the same censuses, divided by two (to give the average number of eligible UIFSM pupils in reception for the academic year.
   2. The number of pupils recorded as taking a meal in the January school censuses within the relevant academic year, minus those pupils taking a meal known to be eligible for FSM in the same census.
4. Dual registered pupils are counted where they took their meal on the census days, even if it is their subsidiary setting.
5. Where a school does not record pupils in year groups, those aged 4,5 and 6 on the relevant school censuses are used to calculate the allocations.

**PE and Sports Premium**

1. The PE and Sports Premium helps primary schools to ensure that children have regular access to physical activity. Our planning assumption is that this academic year grant will continue through the three year budget planning period. Schools must use the funding to make additional and sustainable improvements to the quality of the PE, physical activity and sport they provide. This includes any carried forward funding.
2. Schools must publish details online of how they spend their PE and Sports Premium funding by the end of the Summer term. Online reporting must show the amount of PE and Sports Premium received, a full breakdown of how it has been spent, the impact the school has seen on pupils’ PE, physical activity and sport participation and attainment, and how the improvements will be sustainable in the future, as well as the percentage of pupils within the Year 6 cohort who met the national curriculum requirement to swim competently, confidently and proficiently over a distance of at least 25 meters using a range of strokes effectively and perform safe self-rescue in different water-based situations.
3. Schools receive PE and Sports Premium funding based on the number of pupils in Years 1 to 6. In cases where schools do not follow year groups, pupils aged 5 to 10 attract the funding. In most cases, the number of eligible pupils is taken from the January school census.
4. Schools with 16 or fewer eligible pupils receive £1,000 per pupil, and schools with 17 or more eligible pupils receive £16,000 and an additional payment of £10 per pupil.