

# Southend-on-Sea Borough Council

## Details of Schools Budget Formula 2011/12

### A. PRIMARY AND SECONDARY SCHOOLS

#### 1. The Formula

1.1 The Formula consists of the following elements:

- Sum of money for every pupil (from reception to year 11) on an age weighted basis
- Tapered lump sum
- Actual rates
- Split site allowance if applicable
- Locality Funding
- Learning Support Factor (LSF)
- Social Deprivation
- Personalised and Practical Learning
- Allocation for pupils at the STAR stage of assessment (primary only)
- Funding for Special Units where applicable
- English as an Additional Language (inc. former Ethnic Minority Achievement Grant)
- Grant Cap of 5% per pupil
- Additional delegated funding for:
  - Early Years Single Funding Formula Pupil Funding
  - Early Years Single Funding Formula Deprivation Funding
  - Governing Body responsibilities (Academy, Foundation and VA only)
  - Funding for Selective Admission (CSSE)
  - Free School Meals taken
  - Protection for Falling Rolls
  - Key Stage 1 class size funding
  - Pupil Mobility factor
  - Strategy Funding
  - Minimum per pupil funding guarantee
- Allocation for a new school and school affected by reorganisation
- Allocation for post 16 from the Young Persons Learning Agency (YPLA)

#### 2. A sum of money for every pupil – an Age Weighted Pupil Unit (AWPU)

2.1 Each school will receive a sum of money for every pupil, weighted according to age.

2.2 A pupil will normally be funded according to their age, irrespective of the curriculum being followed. Where a pupil is of an age falling outside that for which the school is designated, they will be funded according to the nearest applicable age group. The exception relates to post 16 pupils who will be funded by the YPLA formula irrespective of their age if they are following a post 16 course. These pupils will not be funded by AWPU's under the LAs formula. Conversely a pupil over 16 in year 11 who is not funded by the YPLA will be funded as a Key Stage 4 pupil by the Local Authority (LA).

2.3 Schools with post 16 pupils will be funded by a formula determined by the YPLA. Although schools will still receive the total funding via the LA, the amount will be determined entirely by the YPLA and the LA will pass on that amount without any adjustments. Any other factors used within the LA formula for pre 16 will exclude post 16 pupils (unless specifically indicated).

2.4 Part time reception pupils, and those where entry is deferred because of parental preference, will be funded as full time pupils.

#### 3. A tapered lump sum (primary and secondary)

3.1 The lump sum provides a degree of protection, for small schools. The lump sum will be reduced (tapered) by an amount per pupil for primary schools over 150 pupils reducing to 0 for primary schools 450 and over. The secondary school lump sum will be tapered by an amount per pupil over 450, reducing to 0 for 700 pupils and over.

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### 4. Rates

4.1 Actual costs are allocated with an adjustment for any amendments during the year.

### 5. Split site allowance

5.1 This is an allowance to reflect the additional costs of managing two sites greater than 0.5 kilometres apart.

5.2 The allowance excludes schools where the split site relates only to an off-site playing field.

### 6. Locality Funding

6.1 An additional 0.7% of the initial total budget to provide for intervention and prevention services.

### 7. Learning Support

7.1 The formula has a number of components:

i)	<u>Primary</u>	
	Free School Meals Entitlement	<b>40%</b>
	National Curriculum Test Scores	<b>30%</b>
	Tax Credits	<b>30%</b>
ii)	<u>Secondary</u>	
	Free School Meals Entitlement	<b>43%</b>
	National Curriculum Test Scores	<b>35%</b>
	Tax Credits	<b>22%</b>

The Secondary formula includes funding for pupils with statements of Special Educational Needs (SEN) on Bands A&B, which are for those with the least severe needs.

The percentages refer to the proportion of the total resource allocated to the primary and secondary Learning Support Factor (LSF). An individual school may receive a higher or lower percentage of their LSF from each factor.

#### 7.2 Free School Meal Entitlement

7.2.1 The number of pupils registered as entitled to free school meals as at the January Annual Schools Census (ASC) is calculated as a percentage of the total January ASC number on roll (Secondary schools 11-15 only).

7.2.2 The percentage is rounded to the nearest whole number and is then multiplied by a unit factor as follows:

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<u>%</u>	<u>Unit Factor</u>	<u>%</u>	<u>Unit Factor</u>	<u>%</u>	<u>Unit factor</u>
1	1.1	21	3.1	41	5.1
2	1.2	22	3.2	42	5.2
3	1.3	23	3.3	43	5.3
4	1.4	24	3.4	44	5.4
5	1.5	25	3.5	45	5.5
6	1.6	26	3.6	46	5.6
7	1.7	27	3.7	47	5.7
8	1.8	28	3.8	48	5.8
9	1.9	29	3.9	49	5.9
10	2.0	30	4.0	50	6.0
11	2.1	31	4.1	51	6.1
12	2.2	32	4.2	52	6.2
13	2.3	33	4.3	53	6.3
14	2.4	34	4.4	54	6.4
15	2.5	35	4.5	55	6.5
16	2.6	36	4.6	56	6.6
17	2.7	37	4.7	57	6.7
18	2.8	38	4.8	58	6.8
19	2.9	39	4.9	59	6.9
20	3.0	40	5.0	60	7.0

7.2.3 The number of pupils (excluding Nursery) registered as entitled to free school meals as at January ASC multiplied by the above unit factor then again by the unit value which will vary each year according to overall pupil numbers and the total number of free school meal entitlements.

### 7.3 National Curriculum Key Stage Results – Primary

7.3.1 The number of pupils in the English and Maths Key Stage 1 National Curriculum tests who were working towards Level 1 multiplied by 3, plus those pupils at Level 1, are then multiplied according to the number of year groups in the school to produce a unit total for the school.

7.3.2 The results are weighted equally with National Curriculum Key Stage 1 data for 2010 and the three preceding years.

7.3.3 The details for junior schools are obtained from the feeder infant school, divided by 3 multiplied by 4, to reflect the correct number of year groups

### 7.4 National Curriculum Key Stage Results – Secondary

7.4.1 The number of pupils in year 7 who in the Key Stage 2 National Curriculum tests were below level 4 in the English and Maths tests.

7.4.2 The teacher assessments of National Curriculum Key Stage 2 data for 2010 and the test results for 2009 and 2008 are used in the formula.

### 7.5 Tax Credits

7.5.1 The Department for Education provide an index of deprivation (2007) for each school based on the incidence of tax credits. The index is multiplied by the number of full time pupils on roll which in turn is multiplied by the unit value.

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### 8. Social Deprivation factor

8.1 This is calculated as

i)	<u>Primary</u>		
	Free School Meals Entitlement		20%
	Tax Credits		80%
ii)	<u>Secondary</u>		
	Free School Meals Entitlement		100%

Free school meal entitlement and Tax Credits are calculated as per section 7.2 and 7.5

### 9. Personalised and Practical Learning

9.1 Personalised Learning is allocated to both Primary and Secondary Pupils, but at different amounts. Practical Learning is only allocated to Secondary Pupils.

9.2 The components are:-

i)	<u>Primary</u>	Personalised	Practical
	Number on Roll	8%	
	Free School Meal Entitlement	31%	
	National Curriculum Test Scores	50%	
	Tax Credits	11%	
ii)	<u>Secondary</u>	Personalised	Practical
	Number on Roll	15%	100%
	Free School Meals Entitlement	35%	
	National Curriculum Test Scores	50%	

9.3 The Number on Roll is taken from the Annual School Census (ASC) in January. The calculations in respect of Free School Meal Entitlement, National Curriculum Test Scores and Tax Credits are detailed in paragraphs 7.2 to 7.5.

### 10. Allocation for pupils at the STAR stage of assessment (Primary only)

10.1 The formula has a number of components.

Number on Roll	10%
Free School Meals Entitlement	45%
National Curriculum Test Scores	30%
Tax Credits	15%

10.2 The Number on Roll is taken from the Annual School Census (ASC) in January. The calculations in respect of Free School Meal Entitlement, National Curriculum Test Scores and Tax Credits are detailed in paragraphs 7.2 and 7.5.

### 11. Early Years Single Funding Formula Pupil Funding

11.1 Pupils are funded on an hourly rate for up to 15 hours per week multiplied by 38 weeks per year (12 weeks Summer Term, 13 weeks Autumn Term and 13 weeks Spring Term).

11.2 An estimate of pupil numbers is made based on the previous academic year, with a termly adjustment being made for actuals.

### 12. Early Years Single Funding Formula Deprivation Funding

12.1 An additional allocation is made towards deprivation. This is calculated by multiplying the deprivation rate by up to 15 hours per week and multiplied again by 38 weeks per year (12 weeks Summer Term, 13 weeks Autumn Term and 13 weeks Spring Term). Deprivation is determined by reference to post codes of the most deprived areas of the Borough.

12.2 The estimated deprivation is based on the percentage of the schools' nursery children living in a deprived area in the previous financial year.

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### 13. Budget protection factor as a result of falling rolls

13.1 Where pupil numbers are more than 5% less than those used in the previous year, an additional allocation is made. This is calculated as the difference between actual numbers in the current year and 95% of the pupil numbers funded in the previous year, multiplied by the average AWPU.

13.2 The average AWPU is separate for primary and secondary and is reduced for the effect of the tapered lump sum and any class size funding.

### 14. Key Stage 1 class size funding

14.1 An additional amount in order to ensure Key Stage 1 class sizes are no more than 30. The additional allocation will be calculated as the difference between the number of pupils in key stage 1 and the next higher multiple of 30.

14.2 The number of pupils in 14.1 will be multiplied by an amount equal to 58% of the key stage AWPU. The percentage will be reduced (or tapered) in equal steps of 2% for every pupil in excess of the next lower multiple of 30.

### 15. Pupil mobility factor

15.1 A set sum for every "in and out" outside the normal admission round. Funding is allocated on an incremental basis for all schools above a threshold where total abnormal "ins and outs", divided by 2, exceed 5% of the number on roll in schools of 550 and over, and 7.5% of the number on roll in schools under 550.

15.2 Pupil details are those collected on a twice termly basis by the LA. The total "ins and outs" are in respect of the previous calendar year.

### 16. Pupil numbers used for resource allocation

16.1 Schools will receive delegated budgets for the whole financial year commencing 1 April. Budgets will only be altered during the year in very exceptional cases and in connection with the operation of the Early Years Single Funding Formula. Therefore for most schools the formula and resultant budget share will not react to changes in pupil numbers during the year.

16.2 Pupil numbers to be used are as follows:

16.2.1 In **Secondary** and **Junior schools** the pupil number will be the number in the January ASC return to the DfE prior to the budget share allocation.

16.2.2 In **Primary/Infant schools** the pupil number will be the number in the January ASC return to the DfE prior to the budget share allocations. Where a rising 5 pupil is not admitted until the summer term, because a parent chooses to defer entry, the pupil will be included in the age weighted funding.

16.3 A formula allocation based on forecast pupil numbers will be given at the beginning of the financial year for new schools. Any school opening and closing during the year will receive pro-rata funding.

### 17. Trigger mechanism for funding increases in pupil numbers

17.1 Additional funding will be allocated where increases in the total pupil roll mid financial year exceed the "actual" total on roll used in the formula calculation as set out below:

<u>Number on Roll</u>	<u>Qualifying Level for Extra Funds</u>
200 or less	In excess of 3 extra pupils
201 and over	In excess of 5 extra pupils

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17.2 Extra funding based on the formula will be allocated only for the number of pupils ABOVE the numbers indicated above, for 7/12ths of the year and is calculated as follows:

### 17.2.1 Secondary Schools - Years 7 to 11

From the mid year actual (September) number on roll, the actual number on roll for years seven to eleven from the preceding January ASC i.e. the one used for the budget share allocation, should be subtracted. If the increase in the total roll for years seven to eleven is higher than the appropriate trigger point set out above, then extra funding will be allocated as soon as possible after the beginning of the autumn term. The amount allocated will be calculated by multiplying the number of pupils in excess of the trigger point by the average age weighted pupil allowance for the school, adjusted to take account of the effects of the tapered lump sum if applicable and multiplied by 7/12ths.

### 17.2.3 Infant, Junior and Primary Schools – Years Reception to 6

From the mid year (September) number on roll, the actual number on roll used for the budget share allocation, should be subtracted to give the increase in pupil numbers. If the increase in the total roll is higher than the appropriate trigger point set out above then extra funding will be allocated as soon as possible after the beginning of the autumn term. The amount allocated will be calculated by multiplying the number of pupils in excess of the trigger point by the average age weighted pupil allowance for the school, adjusted to take account of the effects of the tapered lump sum if applicable, multiplied by 7/12ths.

17.3 This contingency provision for significant increases in pupil numbers will also be applied to the formula allocation based on estimated pupil numbers for new schools.

## **18. Adjustment in school budgets relating to the exclusion of a pupil or the admission of a pupil excluded from another school.**

18.1 School budgets will be adjusted to take account of the exclusion of a pupil, or the admission of a pupil excluded from another school. The balance of any funding will revert to the contingency.

## **19. Safeguarded allowances following school reorganisations – all schools**

19.1 The payment of two separate lump sums (if applicable) for a period of 3 years following amalgamation as though the school had remained two separate schools.

19.2 The payment of the additional cost of protection for 3 years where, as a result of a reorganisation, a school employs a member of staff on a protected salary.

## **20. New school allocation**

20.1 An additional allocation to a school, established as part of a reorganisation, to reflect the extent to which there is a balance remaining from schools closed as part of that reorganisation.

20.2 A new school will also receive an additional allocation to reflect any additional costs incurred in establishing the new school.

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### **B. SPECIAL SCHOOLS**

#### **21. The Formula**

21.1 The formula for special schools consists of the following elements:

- Planned Places Element
- Pupil Number Element (including personalised and practical learning element)
- Lump Sum
- Locality Funding
- English as an Additional Language
- Grant Cap
- Additional delegated funding:
  - Free School Meals;
  - Additional Governing Body responsibilities (Foundation only);
  - Former Grants by Free School Meal Eligibility
  - Targeted Strategy

The majority of the resources are allocated through the planned place element.

#### **22. Planned Places Element**

22.1 The LA will determine, for each school, the number of planned places it intends to fund. Within this number will be specified:

- a) total number of places in each school and the age range
- b) the number of places for any level of learning difficulty.

22.2 The funding for each school will be on the basis of need at three levels:- High; Medium; and Low.

22.3 The mix of different categories for planned places produces a school "profile" which should not be seen as a quota system. Pupils should be matched according to their most appropriate learning difficulty band. It is a method of resource allocation, which, whilst funding schools for their main designation, recognises the complex nature of some pupils' difficulties.

22.4 The place numbers and profile will be reviewed each year and adjusted according to the changing needs of the school and LA. These adjustments will be kept as small as possible. The underlying reason for funding by places and by a profile is to minimise changes on a yearly basis and to provide some continuity for both the school and the LA. Where longer term trends are identified they must be responded to, and the LA will consult with schools on such proposals.

22.5 The nature of any adjustments required to both place number and profiles will be determined using information from Annual Reviews, new Statements, a Pupil Audit, and the January ASC return.

#### **23. Pupil Numbers Element**

23.1 Each pupil on roll, as recorded in the January ASC, will attract additional funds to cover consumable educational items, their replacement and maintenance.

#### **24. Personalised and Practical Learning**

24.1 Allocations are made per pupil and the amounts differentiate between Primary and Secondary. Practical Learning is only allocated to Secondary Pupils.

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### 25. Lump Sum

25.1 Each school will receive a lump sum to meet the costs associated with all schools. For the protection of small schools, the lump sum funding increases for each pupil below 60 then decreases by 1% for every pupil above 150, resulting in a £0 for place numbers of 250 or more.

### 26. Former Grants by Free School Meal Eligibility

26.1 As a result of the mainstreaming of Standards Funds, an amount is allocated for each child eligible for Free School Meals.

### 27. Trigger mechanism for funding increases in pupil numbers

27.1 Where the number of pupils recorded at the January ASC reaches the agreed trigger point, schools will receive additional funding for each additional full time equivalent pupil above the trigger point. The additional funding will be based on a weighted average of the places for which the school is funded and is payable for the spring term.

27.2 The trigger point is set at 6 above the place number at the start of the financial year.

## C. SPECIAL UNITS

### 28. The Formula

28.1 The formula for special units consists of the following elements:

Planned Places Element  
Pupil Number Element  
Lump Sum

The majority of the resources are allocated through the planned place element.

### 29. Planned Places Element

29.1 The LA will determine for each Unit, the number of planned places it intends to fund.

29.2 The values attached to the planned places element will be varied according to the types of pupils for which the places at the Unit are designated.

29.3 The LA will determine, for each Unit, the number of planned places it intends to fund. These numbers may be reviewed from time to time and adjusted according to the changing needs of the LA.

### 30. Pupil Numbers Element

30.1 Each pupil on roll, recorded on the January ASC, will attract identical funds to cover consumable educational items, their replacement and maintenance.

### 31. Lump Sum

31.1 Each school will receive a lump sum to meet the costs associated with special units, irrespective of size.

### 32. Age weighted pupil units (AWPUs)

32.1 Schools will receive AWPUs for each pupil on roll within the unit in the same way as they receive AWPUs for all other pupils within the school.

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### **D. ALLOCATIONS TO ALL SCHOOLS (Primary, Secondary & Special)**

#### **33. English as an Additional Language**

33.1 Resources are allocated on the basis of an assessment of the needs of pupils. Schools assess pupils on a scale from 0 to 4 according to their level of English (0 being the poorest), based on guidance issued by the LA. Resources are allocated on a weighting 0 = 5, 1 = 4, 2 = 3, 3 = 2, 4 = 0.

33.2 The assessment of the needs of pupils is subject to an annual moderation process to ensure consistency across schools.

#### **34. Grant Cap**

34.1 Former Standards Funds have now been mainstreamed into the Schools Formula. A cap has been operated to ensure that no school receives an increase of more than 5% per pupil. Operation of the cap will be shown as a deduction to the Budget Share.

#### **35. Additional Governing Body responsibilities (Foundation and Voluntary Aided Schools only)**

35.1 An allocation to cover schools who are their own admission authorities. These schools have a responsibility for Health & Safety, as the employer of staff, and may need to authorise deductions from the pay of teachers if instructed to do so by the General Teaching Council (GTC).

35.2 The allocation is on a per pupil basis.

#### **36. Funding for Selective Admission**

36.1 An additional allocation to schools that are members of the Consortium of Selective Schools in Essex (CSSE) towards the cost of administering the selective test, based on an amount per selective place.

#### **37. Free School Meals**

37.1 The allocation will be calculated at a standard amount per free school meal taken, differentiated between primary and secondary. Special schools will receive an amount based on the number of primary and secondary aged pupils.

37.2 It is based on the free school meal uptake in the 12 months ending the previous 31<sup>st</sup> December. Figures for secondary schools only relate to 11-15 (years 7 to 11 inclusive). This allocation includes an allowance for the administration of free school meal eligibility.

#### **38. Strategy Funding**

38.1 An amount for schools to reflect Primary and Secondary Strategy funding.

38.1.1 Primary Strategy - 50% of the total to be allocated on an historical basis, a lump sum of £500 per primary school and the balance pro rata to pupil numbers from the ASC January 2010.

38.1.2 Secondary Strategy – allocated pro rata to pupil numbers for secondary schools from the ASC January 2010 and place numbers for special schools for 2010-11..

#### **39. Minimum per pupil guarantee**

39.1 Schools may receive an additional allocation to ensure they do not incur a loss of more than 1.5% per pupil, excluding rates and class size funding, compared with the previous year budget.

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### E. MONETARY VALUES

#### 1. Primary and Secondary Schools

	Primary	Secondary
AWPU Reception	£ 3,374.23	
AWPU Key Stage 1	£ 2,993.83	
AWPU Key Stage 2	£ 2,993.83	
AWPU Key Stage 3		£ 3,910.80
AWPU Key Stage 4		£ 4,753.77
Tapered Lump Sum	£ 81,685.00	£ 143,887.00
Tapering Sum	£272.28	£ 562.61
Split Site Allowance	-	£ 118,596.00
Learning Support Factor Tax Credits	£ 0.21	£ 0.21
Learning Support Factor Free School Meals	£ 139.45	£ 304.19
Learning Support Factor Key Stage Results	£ 214.28	£ 3,608.82
Social Deprivation Free School Meals	£ 14.31	£ 261.28
Social Deprivation Tax Credits	£0.12	
Star Formula Free School Meals	£ 21.15	
Star Formula Key Stage Results	£ 29.24	
Star Formula Number on Roll	£ 3.65	
Star Formula Tax Credits	£ 0.01	
Nursery Funding per hour	£ 4.46	
Nursery Deprivation Funding per hour	£ 0.46	
Class Size Funding	£ 2,633.04	
Falling Rolls Protection	£ 3048.17	£ 4,247.99
Pupil Mobility	£ 753.50	£ 753.50

#### 2. Special Schools

	Special
High	£ 18,373.17
Medium	£ 14,649.16
Low	£ 9,720.46
Per Pupil	£ 281.05
Lump Sum	£ 134,252.00
Additional Lump Sum less than 60 places	£ 6,051.58
Reducing Lump Sum more than 150 places	£ 1,342.52
Former Grants by Free School Meal Eligibility	£ 248.02

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**3. Learning Support Units**

	Primary	Secondary
Unit Place – Lower rate	£ 7,849.86	£ 7,849.86
Unit Place – Higher rate	£ 9,757.73	£ 9,757.73
Lump Sum	£ 7,329.14	£ 7,329.14
Per Pupil	£ 114.17	£ 114.78

**4. All schools –Primary, Secondary & Special**

	Primary	Secondary	Special
Personalised Learning Number on Roll	£ 11.04	£ 45.82	£ 774.64 Primary £ 909.74 Secondary
Personalised Learning Key Stage	£ 196.55	£ 4,931.95	
Personalised Learning Free School Meals	£ 59.69	£ 236.87	
Personalised Learning Tax Credits	£ 0.04		
Practical Learning		£ 38.72	£ 127.69
EAL	£ 65.99	£ 65.99	£ 65.99
Free School Meal	£ 1.90	£ 2.40	£ 1.90/£ 2.40
Admissions etc	£ 9.24	£ 9.24	£ 9.24
CSSE Admissions		£ 81.45	
Strategy Funding-per pupil	£ 15.96	£ 17.27	£ 19.74