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| SCHOOLS FUNDING FORUM AGENDA |
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| 9.30 am | 14 January 2021 | Virtual Meeting |
|----------------|------------------------|------------------------|

Members 18: Quorum: 7

MEMBERSHIP:

Representative Groups

LA Maintained School Representatives:

Head Teachers (6): Emma Allen, Special
Margy Bushell, Primary
Kirsten Cooper, Primary
Georgina Delmonte, Primary
Hayley Durrant, Primary
David Unwin-Bailey, Primary
Steve Bowers, Primary

Governors (2): Dave Waters, Primary

**Academy
Representatives:**

Primary (2): Kate Ridley-Moy

Secondary (3): Neil Frost
Keith Williams
Denise Broom
David Turrell
Vacancy x2

Special (1): Vicki Fackler

AP Academy (1): Ray Lawrence

**Non-School
Representatives:**

Early Years PVI Sector Emma Reynolds

(1)

Post 16 Vacancy

Decision Board Vacancy

Trade Unions (2): John Delaney/John McGill, Teachers
Peter Liddle, UNISON

For information about the meeting please contact:
Nick Carter nick.carter@havering.gov.uk 01708 433884

If you are unable to attend please contact your named substitute or ask Nick Carter to do so on your behalf.

AGENDA ITEMS

1. APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS OR OBSERVERS

(i) To note that Hayley McClenaghan has joined the Forum as the primary LA maintained representative (Cluster C).

2. TO AGREE THE NOTES OF THE MEETING HELD ON 3 NOVEMBER 2020 (Pages 1 - 4)

The Forum is to agree the notes of the meeting held on 3 November as correct and accurate.

3. MATTERS ARISING

4. THE FINANCIAL IMPACT OF COVID 19 (Pages 5 - 10)

Report attached.

5. TO AGREE THE NOTES OF THE MEETING HELD ON 3 NOVEMBER 2020 (EXEMPT ITEM) (Page 11)

The Forum is to agree the exempt notes of the meeting held on 3 November as correct and accurate.

6. MATTERS ARISING (EXEMPT ITEM)

7. SCHOOL FORMULA FUNDING 2021-22 (Pages 12 - 28)

Report attached.

8. DEDICATED SCHOOLS GRANT – CENTRAL SCHOOL SERVICES BLOCK 2021-22 (Pages 29 - 30)

Report attached.

9. HIGH NEEDS FUNDING 2020-21 AND 2021-22 (Pages 31 - 35)

Report attached.

10. EARLY YEARS FUNDING 2021-22 (Pages 36 - 41)

Report attached.

11. NEXT MEETINGS

Future meetings have been arranged as follows:

23 March 2021

17 June 2021

Meetings to start at 9.30 a.m. at CEME or as virtual meetings, depending on circumstances.

12. ANY OTHER BUSINESS

**MINUTES OF A MEETING OF THE
SCHOOLS FUNDING FORUM
Zoom
3 November 2020 (9.30 am - 12.05 pm)**

Present:

Representative Groups

LA Maintained School Representatives

Head Teachers

Margy Bushell
Steve Bowers
Kirsten Cooper (Vice-chair)
Georgina Delmonte
Hayley Durrant
David Unwin-Bailey

Primary Governor

Dave Walters

Academy Representatives

Primary Governor

Kate Ridley-Moy

Secondary Academies

Denise Broom (Chair)
David Turrell
Keith Williams

Special Academies

Vicky Fackler

Early Years PVI Sector

Emma Reynolds

Trade Unions

John McGill, Teachers
Peter Liddle, Support Staff

1. APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS OR OBSERVERS

Apologies were received for the absence of John Delaney, Emma Allen and Ray Lawrence.

There was one member of the press present and one other observer.

2. TO AGREE THE NOTES OF THE MEETING HELD ON 17TH SEPTEMBER 2020

The notes of the meeting of the Forum held on 17 September 2020 were agreed as a correct record.

3. MATTERS ARISING

Minute 18 – The meeting between Mark Halls and the Director of Children’s Services had still not yet taken place.

Minute 19 – An amendment to the value from £4.80 to £4.90

Minute 23 – There had been no notification of early years funding.

The Chair asked that LA officers be referred to by name in future minutes.

4. IDACI DEPRIVATION DATA - EARLY YEARS PROVIDERS

The report presented to the members of the Forum gave an account of the impact on Early Years Providers of changes to the Income Deprivation Affecting Children Index (IDACI) data and methodology when calculating the associated funding.

The Forum noted the data had been updated in September 2019, four years after the previous update, and, given the significant changes, noted that the EFSA had changed the methodology for determining which of the seven IDACI bands pupils fell in to.

The Forum noted that more pupils had been placed in Band A, fewer pupils in Bands B – E and more pupils in Bands F and G. Funding for each band would increase in line with the increase used in the schools’ National Funding Formula. The result would still be that around £60,000 less would be distributed to providers through the IDACI deprivation factor.

The Department for Education had not yet announced details of Early Years funding rates for 2021/22. Additional funding of £700k received in July would be held as a contingency in case funding for 2021/22 was impacted by lower than usual pupil numbers in January 2021, because of Coronavirus.

The Forum **noted** the report.

5. THE FINANCIAL IMPACT FOR SCHOOLS OF COVID-19

The report presented to the Forum summarised the DfE arrangements for funding and the responses given by schools in a survey of additional COVID-19 related costs.

The Forum noted that there were three criteria for claims for exceptional costs incurred due to COVID-19 for which the DfE had pledged to make payment. These were very tightly drawn and there was an additional requirement that schools should not have increasing balances. It was noted that 15 LA Maintained schools had received payment in August 2020, totalling £118,638, with 23 schools receiving payment in October 2020 totalling £182,067.

Members noted that arrangement for the Catch up Premium had been announced. Primary and secondary schools would receive £80 per pupil split over the autumn, spring and summer terms. Special schools would receive £240 per pupil in three instalments, £60 in autumn 2020, £80 in spring 2021 and £100 in summer 2021.

Members of the Forum noted the results of the survey of schools on additional costs incurred. There had been an overall response rate of 46%. Primary schools had incurred additional costs averaging £44k. With savings during the summer term this reduced to a net cost of £32,000. For secondary schools the figures were £71,000 gross and £60,000 net. For special schools the figures were £46,000 gross and £34,000 net. Lost income from lettings, breakfast and after school clubs was cited as the greatest expense followed by additional staffing costs. Schools had not been able to claim these as exceptional costs.

Arrangements for the charging of free school meals during the summer term by the School Catering Service were discussed. Schools were unhappy with the charges and expressed a desire for greater transparency on how they had been calculated. The despatch of invoices at the end of term was also felt to be unsatisfactory.

The Forum **noted** the report.

6. DSG MANAGEMENT PLAN 2020-21

The report presented to the Forum outlined the Dedicated Schools Grant (DSG) Management Plan 2020-21 that had been released by the DfE.

All Local Authorities that had a deficit on the Dedicated Schools Grant (DSG) at the end of 2019/20 were required to complete a DSG Management Plan. Havering had a deficit of £1.13million. This was projected to increase to £2.7m by the end of the financial year.

The DSG Management Plan template, provided by the DfE, included comparative data comparing pupil data and expenditure in Havering with Outer London, England and 'Statistical Neighbours'. Havering has a lower proportion of children and young people with EHCPs than all three comparator groups although this was rising year on year. Havering has a higher proportion of pupils with high needs in mainstream schools and Post 16, and a lower proportion in ARPs, special schools, Non Maintained Special Schools and independent schools, and hospital schools and AP.

The format of the DSG Management Plan was outlined to the Forum. It was intended to be a 'live document and would be brought to the Forum at least termly.

The Forum **noted** the report.

7. NEXT MEETINGS

The next meeting of the Forum would be held on Thursday 14 January 2021 at 9.30 am via Zoom. This is a change from the earlier proposed date of Thursday 21 January 2021.

8. ANY OTHER BUSINESS

There was no other business.



Schools Funding Forum 14th January 2021

ITEM 4

Subject Heading:

The Financial Impact for schools of Covid 19

Report Author:

Nick Carter – Principal Finance Officer (Schools)

Eligibility to vote:

All school and academy members

SUMMARY

This item summarises the current funding arrangements announced by the DfE for additional costs incurred relating to the Covid 19 pandemic.

RECOMMENDATIONS

That the Schools Funding Forum notes the current funding arrangements and considers possible future courses of action.

REPORT DETAIL

1. Exceptional Costs

In May 2020, the DfE advised that schools could claim for a limited range of additional costs incurred in dealing with the COVID-19 pandemic. These were:

- **increased premises related costs** associated with keeping schools open during the Easter and/or summer half term holidays, for vulnerable children and the children of critical workers, over and above the costs that schools would have faced in other circumstances

- **support for free school meals for eligible children who are not attending school**, where those costs are not covered by the national voucher scheme - this covers:
 - costs to schools arising before the introduction of the national voucher scheme
 - costs where schools are providing free meals to children for whom the national voucher scheme is inappropriate (for example, because there are no participating supermarkets locally or schools are providing meals directly) - schools can only claim through this fund for free school meals provided over Easter and summer half term holidays where it was required because local supermarkets were not yet part of the national scheme
- **additional cleaning** – required due to confirmed or suspected coronavirus (COVID-19) cases, in line with COVID-19: cleaning of non-healthcare settings, over and above the cost of existing cleaning arrangements

Where schools faced ‘other’ extraordinary costs, in delivering appropriate support to pupils over the period of partial closure, that were not covered by this list and cannot be met by existing budgets, they could register the details of these through the claims process.

The DfE stated that that they would not approve claims for the following costs:

- costs associated with opening schools to more pupils from 1 June
- additional staff costs
- loss of self-generated income

Schools were not eligible to make a claim if they expected to add to their existing surpluses in their current financial year (September 2019 to August 2020 for academies and April 2020 to March 2021 for maintained schools).

Limits for school claims

Mainstream schools

| | |
|---------------------|---------|
| 250 pupils or fewer | £25,000 |
| 251 to 500 pupils | £30,000 |
| 501 to 1000 pupils | £50,000 |
| Over 1000 pupils | £75,000 |

Special schools and alternative provision

| | |
|-------------|---------|
| All schools | £50,000 |
|-------------|---------|

The LA have been notified that 38 LA maintained schools have received a total of £300,705.

When issuing guidance for the July claim, the DfE stated that further claims would be possible in a subsequent claim window in the autumn.

At the beginning of November the DfE reported that they were making the final assessments of claims received for ‘other’ costs. These were being categorised prior to them making a decision on which costs would be funded. On 27th November 2020 schools that had made a claim for ‘other’ costs received an email from the EFSA containing the following:

'In regards to your exceptional costs claim from March to July 2020, we have assessed all claims for costs outside of the three eligible categories and have determined there are no new categories of extraordinary costs that we are able to reimburse.

We recognise that this represents a disappointing outcome for you and apologise that it has taken us longer than we would have hoped to notify you.

We received a significant number of claims and it took longer than anticipated to assess them all.'

There would be a second opportunity to claim, as stated in May. This would be for costs incurred between March and July, in the three categories previously defined, that had not already been claimed. Additionally schools could claim for free meal support for the summer holidays for costs outside of the COVID Summer Food Fund.

2. Coronavirus catch up premium and the national tutoring programme

In July the DfE announced £1 billion of additional funding to be allocated through a catch up premium. This consists of a universal £650 million catch-up premium for the 2020 to 2021 academic year and a £350 million National Tutoring Programme to provide targeted support for those who need the most help.

Primary and secondary schools will receive a total of £80 per pupil (Year R to Year 6) for the academic year 2020/21. There will be three allocations.

| Term | Allocation |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Autumn 2020 | £20 per pupil using October 2019 Census numbers. |
| Spring 2021 | £46.67 per pupil using October Census 2020 numbers <u>less</u> the allocation received for the autumn term |
| Summer 2021 | £33.33 per pupil using October Census 2020 numbers. (Note for LA maintained schools this allocation will be in the 2021/22 financial year.) |

Special, AP and hospital schools will receive £240 for each place using 2020/21 academic year place numbers. There will be three allocations.

| Term | Allocation |
|-------------|---------------------------------------------------------------------------------------------------------|
| Autumn 2020 | £60 per place |
| Spring 2021 | £80 per place |
| Summer 2021 | £100 per place. (Note for LA maintained schools this allocation will be in the 2021/22 financial year.) |

The Autumn 2020 allocations have now been paid to schools and academies.

3. Coronavirus (Covid-19) workforce fund for schools

On 15th December 2020 the DfE announced details of funding to support schools with the costs of staff absences from 1 November 2020 to 31 December 2020. Financial support would be put in place to help schools facing the greatest staffing and funding pressures. Schools can backdate claims to 1 November 2020 where they met the eligibility criteria.

Schools eligible for this funding

Funding is available for all state-funded mainstream and special schools, and alternative provision (AP) that provide education to all pupils who are required to be in compulsory education.

Costs covered by the fund

In the document 'Guidance for full opening: schools' the DfE outlined steps schools should be take in the first instance to manage staff absence using existing staff and resources. Where staff absences are no longer manageable using existing staff and resources schools can claim for funding to help meet additional staffing costs where they meet the eligibility criteria.

Teacher absences

To cover teacher absences schools can claim for the following expenditure:

- employing, either through agencies or directly contracting, supply teachers, or supply support staff where that role is to cover teacher absences
- increasing hours of part-time teaching staff or part-time education support staff where that role is to cover teacher absences
- making necessary amendments to support staff terms and conditions to enable them to take on additional responsibilities

Support staff absences

To cover support staff absences, schools can claim for the following expenditure:

- employing supply education and non-education support staff either through agencies or directly contracting
- increasing hours of part-time education and non-education support staff

Schools should seek the best rates they can. Where costs are particularly high relative to the absent rates reported, the DfE may review these claims.

What staff are included

Schools can only claim for covering the absences of permanent staff, who are on their payroll, or those employed on a long-term contract. They cannot claim for temporary staff.

- For 'educational support staff' this may include teaching assistants or specialist support staff where they are necessary in remaining open to all pupils or fulfilling a legal duty.

- For 'non-education support staff' this may include, cleaning, catering or caretaking staff where these are necessary in remaining open to all pupils or fulfilling a legal duty.
- In special schools or AP settings this may also include therapists and other support staff in health-related roles.

Conditions for accessing the fund

The criteria set out for this fund are designed to target those schools experiencing high absence rates and significant funding pressures

Prerequisite criteria:

- schools were open to all pupils (except where pupils are not physically in school, complying with clinical or public health advice) on the days in question
- schools have tried alternative options, for example using existing staff and resources (including at trust level)
- absences claimed are necessary spend to remain open to all pupils
- costs are not already covered by an existing insurance policy (for example, a supply teacher or staff absence insurance policy)

Financial reserves criteria

Schools will be eligible for this additional funding if their reserves at the end of the funding year are down to a level of no more than 4% of their annual income. Trusts will be eligible to claim for any of their academies once their level of reserves is down to 4% of total trust income. Funding can be clawed back where this criterion is not met at the year end.

Workforce absence rate criteria

Mainstream schools

| | Schools must be experiencing |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Teachers | A total teacher and leader absence rate at or above 20% on a given day OR A teacher and leader absence rate of 10% or above for 15 or more consecutive school days |
| Support staff | Can be claimed on an exceptional only basis. The role must be necessary in remaining open to all pupils or meeting legal duties. This includes support required by an EHCP |

Special schools and alternative provision schools

| | Schools must be experiencing |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | A total teacher and leader absence rate at or above 15% on a given day OR A teacher and leader absence rate of 10% or above for 15 or more consecutive school days |
| Support staff | A total support staff absence rate at or above 15% on a given day OR |

| | |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | <p>A support staff absence rate of 10% or above for 15 or more consecutive school days Once these thresholds are reached, claims can be made for roles which claimants deem to be necessary in maintaining critical provision for pupils</p> |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Schools and academy trusts will be able to make claims in Spring 2021. Where schools are unable to meet up-front payments due to cash flow problems they should contact the LA or EFSA in the usual way.

The government will continue to review the pressures schools are facing as they move into the spring term and consider what further action might be needed.

4. Coronavirus – Mass asymptomatic testing

Schools and colleges will receive funding to support them with testing costs incurred. A total of £78m has been made available and will be paid retrospectively.

The amount of funding available to a school or college will depend on its size as this will impact the number of additional staff required to conduct testing. The DfE are providing a ready reckoner which will provide illustrative workforce requirements and associated funding.

Some examples based on average sized settings:

- A mainstream secondary in inner London, with 1000 pupils and staff will need 13 people working on mass testing and will receive approximately £20,000
- A mainstream secondary outside London, with 2000 pupils and staff will need 24 people working on mass testing and will receive approximately £28,000
- A special secondary school outside London, with 100 pupils and staff will need 7 people working on mass testing and will receive approximately £9,000

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Agenda Item 7

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