

## PUPIL PREMIUM GRANT 2013-2014: CONDITIONS OF GRANT

1. Pupil Premium Grant 2013-2014 will be paid pursuant to Section 14 of the Education Act 2002, and in accordance with Section 16 of that Act the Secretary of State lays down the following terms and conditions on which assistance is given in relation to the Pupil Premium Grant (PPG) payable to the Authority for the financial year beginning 1 April 2013.
2. The Pupil Premium per pupil for 2013-2014 is as follows:

Type of pupil	Pupil Premium per pupil
Pupils recorded as Ever 6 FSM	£900
Children Looked After	£900
Service Children	£300

### **Ever 6 FSM**

The Pupil Premium for 2013-2014 will include pupils on the January 2013 School Census known to have been eligible for Free School Meals (FSM) in any of the previous six years, as well as those first known to be eligible at January 2013.

For the purposes of these grants conditions, “**Ever 6 FSM**” means those pupils recorded on the January 2013 School Census<sup>1</sup> who were recorded as known to be eligible for Free School Meals (FSM) on any of the termly censuses since Summer 2007, including the January 2013 School Census. Each pupil will only be counted once: for example, if a pupil on the January 2013 Census is recorded as known to be eligible for FSM and was recorded as known to be eligible for FSM on the Summer 2012 and Autumn 2012 Censuses, they will be counted as **one** Ever 6 FSM pupil for calculating allocations for the PPG in 2013-2014.

### **Ever 3 Service Child**

For the purposes of these grant conditions, “**Ever 3 Service Child**” means a pupil who was eligible for the Service child premium in either 2011-2012 or 2012-2013, but is not recorded as a Service child on the January 2013 School Census (ie those pupils recorded on either the January 2011 or the January 2012 School Census as a Service child aged 4 and over in Year Groups R to 11 in mainstream schools, and who are recorded on the January 2013 School Census but not as a Service child).

The grant will be allocated as set out in sections A, B and C below. Where National Curriculum Year Groups do not apply to a pupil, the pupil will attract PPG if aged 4 to 15 as recorded on the January 2013 Census.

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<sup>1</sup> References to the School Census and other termly censuses, are those collected by the Department for Education in England.

**A. Pupil Premium for Ever 6 FSM Pupils and Service Children in Mainstream Schools<sup>2</sup>**

3. This element of the PPG will be allocated to local authorities on the basis of :

- £900 per pupil for each Ever 6 FSM full time equivalent (FTE) pupil aged 4 and over in Year Groups R to 11 in mainstream schools;
- £300 per pupil for each full time equivalent (FTE) pupil recorded on the January 2013 School Census, as a Service child aged 4 and over in Year Groups R to 11 in mainstream schools.
- £300 per pupil for each full time equivalent (FTE) pupil recorded on the January 2013 School Census, aged 4 and over in Year Groups R to 11 in mainstream schools who is an Ever 3 Service child; and
- £300 for each pupil who is in receipt of pensions under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS).

For pupils recorded as aged 5 and over on the School Census, PPG will be allocated on the basis of Sole and Dual Main registrations only.

4. The local authority must allocate to each school it maintains for each FTE pupil on the January 2013 School Census, the following amounts:

- for each Ever 6 FSM FTE pupil aged 4 and over in Year Groups R to 11, £900 per pupil;
- for each FTE pupil recorded as a Service child aged 4 and over in Year Groups R to 11 £300 per pupil.
- for each FTE pupil who is an Ever 3 Service child aged 4 and over in Year Groups R to 11, £300 per pupil; and
- for each pupil who is in receipt of pensions under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS), £300.

For pupils recorded as aged 5 and over on the School Census, PPG must be allocated on the basis of Sole and Dual Main registrations only.

5. Authorities should not pay PPG to Academies that have converted by the start of Summer Term 2013, as they will receive their PPG directly from the Education Funding Agency (EFA). Authorities should pay PPG to a mainstream school due to convert to Academy status: by the start of the

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<sup>2</sup> For the purposes of these conditions of grant, mainstream school means infant, junior, primary, middle, secondary and high schools. It does not include nursery schools, special schools or Pupil Referral Units.

Autumn Term 2013, 5/12ths of their annual allocation; or, by the start of the Spring Term 2014, 9/12ths of their annual allocation. Schools converting after the start of the Spring Term 2014 should be paid their full allocation by the local authority. The Department will adjust the authority's PPG allocation to reflect this and the remaining allocation will be paid directly to the Academy by the EFA. Annex A below sets these arrangements out in more detail.

6. Schools federated, or to be federated, under the provisions of section 24 of the Education Act 2002, during the financial year beginning 1 April 2013 shall have grant allocated to them as if they were not federated.

7. The grant must be made available irrespective of the existence of any deficit relating to the expenditure of the school's budget share. PPG is not part of schools' budget shares and is not part of the Individual Schools Budget. It is not to be counted for the purpose of calculating the Minimum Funding Guarantee.

Terms on which PPG is allocated to schools

8. The grant may be spent by maintained schools for the purposes of the school; that is to say for the educational benefit of pupils registered at that school, or for the benefit of pupils registered at other maintained schools; and on community facilities, for example services whose provision furthers any charitable purpose for the benefit of pupils at the school or their families, or people who live or work in the locality in which the school is situated.

9. The grant does not have to be completely spent by schools in the financial year beginning 1 April 2013; some or all of it may be carried forward to future financial years.

Pupil numbers to be used in calculation of PPG for mainstream schools

10. The following pupil numbers will be used to allocated the Pupil Premium to mainstream schools:

(a) the number of Ever 6 FSM FTE pupils aged 4 and over registered at the school in Year Groups R to 11, or recorded as a Service child on the January 2013 School Census; or

(b) in the case of a school which is to open during the 2013-2014 financial year; the number of Ever 6 FSM FTE pupils aged 4 and over in Years Groups R to 11, on the Autumn 2013 School Census.

(c) in the case of a school where proposals for the establishment of the school have not been fully implemented, and at the start of the Autumn term 2013, the number of years elapsed since the day on which the school opened is less than the number of year groups in the school, 7/12ths of the number of Ever 6 FSM FTE pupils aged 4 and over in Years Groups R to 11 on the Autumn 2013 School Census plus 5/12ths of the number of FTE pupils aged 4 and over in Year Groups R to 11 eligible for Ever 6 FSM, on the January 2013 School Census.

For pupils recorded as aged 5 and over on the School Census, only Sole and Dual Main registrations should be used.

11. A school opening in the financial year beginning 1 April 2013 should receive PPG for the proportion of the financial year for which it is open.

12. In the case of a school which closes during the financial year, the authority should allocate an amount proportionate to the period of the financial year for which the school is open.

13. Notwithstanding paragraph 10(b) above, in the case of a school which opens during the financial year and receives all the pupils from two, or more, schools which close during the financial year, the school shall receive grant equal to the total which would be payable to those schools had they remained open, proportionate to the period of the financial year for which the school is open.

14. In the case of schools which are to have pupils transferred from a closing school in 2013- 2014; the local authority should allocate the grant that would have been paid to the closing school, had it remained open, to the schools receiving those pupils. The amount to be allocated to each school should be agreed with the schools receiving the pupils but must not exceed in total the amount which would have been allocated to the closing school had it remained open. The amount allocated to the closing school is set out in paragraph 12 above.

### ***B. Pupil Premium for Looked After Children<sup>3</sup>***

#### Basis of the allocations to the local authority

15. The Department will allocate a **provisional** allocation of £900 per child for the number of children continuously looked after for over 6 months as recorded in the **March 2012** Children Looked After Data Return (SSDA903) and aged 4 to 15 at 31 August 2011. This allocation will be **updated and finalised in October 2013** based on the number of children continuously looked after for over 6 months as recorded in the **March 2013** Children Looked After Data Return (SSDA903) and aged 4 to 15 at 31 August 2012. .

#### Allocating to mainstream schools

16. Local authorities must make a payment of £900 to a mainstream school or Academy for each of their eligible looked after children who are on the roll of that school. For the purpose of distributing the Pupil Premium, 'eligible' means a looked after child who on 1st April 2012 has been looked after continuously for at least 6 months and who is in Year Groups R to 11 during the 2013-2014 financial year. It is for local authorities to determine how to distribute the Pupil Premium for each of their eligible looked after children so they can reflect the particular circumstances of a looked after child: for example, if the child moves to another school, leaves school, or enters year group 12, during the financial year. To deal with these circumstances local

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<sup>3</sup> As defined in Section 22 of the Children Act 1989

authorities will want to consider whether to make allocations on a termly basis to allow for these movements. The local authority should ensure that they discuss, via their Virtual School Head working in partnership with designated teachers, how the amount for looked after children is to be used by the school to the benefit of the looked after child's educational needs as described in their Personal Education Plan (PEP).

17. If the child is at a school in England but attends a school or Academy located in a local authority other than the one which looks after the child, the authority that looks after the child shall pass the funding either direct to the school, or via the authority in which the school is located to pass on to that school, to spend for 2013-2014. Should the authority looking after the child pass funding to the school via another authority, it must first have written assurance from that authority that the amount of funding will be passed to the relevant school for spend in 2013-2014.

18. Where the PPG funding for looked after children has been passed to a maintained school, paragraphs 7, 8 and 9 above apply.

19. If a child becomes "looked after continuously for at least 6 months" during the financial year 2013-2014 (i.e. there has been a 6-month review of care plan of which the personal education plan (PEP) is part) the authority should allocate to the school a pro-rata allocation from the first school term following the date on which the child became looked after for 6 months.

#### *Looked after children in non-mainstream settings*

20. For a looked after child who on 1st April 2013 has been looked after continuously for at least 6 months and who is in Year Groups R to 11 during the 2013-2014 financial year, Pupil Premium Grant can be allocated to the setting where the child is being educated or held by the local authority to spend specifically on additional educational support to raise the standard of attainment for the aforementioned pupil in 2013-2014. The authority must consult all non-mainstream settings about how the amount held by the authority should be used. The authority's Virtual School Head or Looked After Children Education Service must be involved in decisions about how the amount for looked after children is to be spent to support these pupils in accordance with a child's PEP.

#### ***C. Children educated in non-mainstream settings***

21. Pupil Premium grant has also been allocated to each local authority for Ever 6 pupils in maintained special schools, PRUs, General Hospital Schools and Alternative Provision (ie attending schools not maintained by the authority for which the authority is paying full tuition fees, plus all pupils educated otherwise than in schools under arrangements made by the authority). Pupil Premium Grant can be allocated to the setting where the child is being educated or held by the local authority to spend specifically on additional educational support to raise the standard of attainment for the aforementioned pupil in 2013-2014. The authority must consult all non-mainstream settings about how to use the amount held by the authority to support children

educated in non-mainstream settings. The authority's Virtual School Head or Looked After Children Education Service must be involved in decisions about how this funding will be used to support looked after children in accordance with a child's PEP.

22. For non-mainstream schools that complete the School Level Annual Census (SLASC), rather than the main School Census, Pupil Premium will be based on the number of FTE pupils recorded as FSM on the January 2013 SLASC.

23. From the total amount allocated for pupils in sections **B and C** above the authority must fund the arrangements as set out in paragraphs 16 to 22. The authority is not permitted to carry forward funding held centrally into the financial year 2014-2015. Grant held centrally that has not been spent by 31 March 2014 will be recovered as set out in paragraphs 27 and 30 below.

### **Allocation and Payment arrangements**

24. Allocations for the grant will be confirmed in summer 2013 once pupil number data from the January 2013 Census has been validated and agreed. The Grant will be paid by the Secretary of State to the Authority in quarterly instalments by: 30 June 2013; 30 September 2013; 31 December 2013; and 31 March 2014.

### Certification

25. Local authorities will be required to certify that they have passed on the correct amount of funding to schools or, where funding has been spent centrally, that it has been spent in line with the conditions of grant. We will issue details of this process alongside the certification arrangement for the Dedicated Schools Grant.

### Variation

26. The basis for allocation of grant may be varied by the Secretary of State from those set out above, if so requested by the Authority

### Overpayments

27. Any overpayment of grant shall be repaid by the Authority to the Secretary of State.

### Further information

28. That the books and other documents and records relating to the recipient's accounts shall be open to inspection by the Secretary of State and by the Comptroller and Auditor General. The Comptroller and Auditor General may, pursuant to Section 6 of the National Audit Act 1983, carry out examinations into the economy, efficiency and effectiveness with which the recipient has used its resources in discharging its grant-aided activities.

29. The Authority shall provide such further information as may be required

by the Secretary of State for the purpose of determining whether it has complied with the conditions set out in this document.

Other conditions

30. If the Authority fails to comply with the conditions set out in the paragraphs above, the Secretary of State may require the repayment of the whole or any part of the grant monies paid to the Authority as may be determined by the Secretary of State and notified in writing to the Authority. Such sum as has been notified shall immediately become payable to the Secretary of State.

**Department for Education  
December 2012**