



Pupil Premium Policy January 2017

All policies at GSSC are written to reflect Statutory Requirements or National Guidance and updated in accordance with this. There are times when the Government or Local Authority provide updates to policies that are outside of the policy review schedules. In such instances, an appendix will be added to policies to reflect these updates until the Governing Board can ratify these amended policies. These appendices will supersede previously issued Statutory Requirements or National Guidance.



Policy Written by/date:	Signed/Date: Chair or Vice Chair	Policy due for review:
Lisa Atack January 2017		January 2018

This Policy is linked to the following School Policies and/or Procedures

Curriculum Policies	School Policies	School Business/Finance Policies
<ul style="list-style-type: none"> • Curriculum • SEN • English (incl Library) • Art • DT • Forest Schools • Humanities • Maths • P.E • PSHE • ICT/Computing • R.E • Collective Worship • Science • Sex and Relationship Education (SRE) • Careers • Post 16 (inc Consortium) • Communication • ASD • Music • School Council • Spiritual, Moral, Social and Cultural including promoting fundamental British Values • Teaching and Learning • Conductive Education 	<ul style="list-style-type: none"> • Child Protection and Safeguarding • Inclusion Policy and SEN Info • SEN Report • Positive Intervention • Prospectus • Pupil Attendance • Anti—Bullying • Designated Teacher (LAC) • Exclusions Policy • Volunteers • Animal Visits • Educational Visits • Exams/Accreditation • Staff Dress Code • First Aid Health and Medications • Intimate Care • Manual Handling/Mobility • Initial Teacher Training • Planning, Preparation and Assessment • Continuing Professional Development • Teaching Assistants • Well-Being of Staff and Student • SEF • SDP • Bereavement • Use of Photography and Video • Acceptable Use • E-Safety • Non-Smoking/Electronic Cigarettes Policy • Complaints • Assessment, Recording and Reporting • Parental Involvement • Student Participation • Home School Agreement • Healthy Eating • Transition • Pupil Premium • Supporting pupils in school with medical conditions 	<ul style="list-style-type: none"> • Data Protection • Confidentiality • Pay Policy • Register of Business interests of HT and Governors • Accessibility Plan • Charging • Freedom of Information • Publication Scheme • Staff Grievance • School Companies • School Income • Lettings • Code of Conduct for all Staff • Governor Allowances • Allegations of abuse against staff • Health and Safety • Retention of data • Recruitment and Selection Policy (Safer Recruitment) • Governing Board Succession Planning • Whistleblowers • Instrument of Government • Staff Discipline, Conduct and Grievance procedures • Equal Opportunity Policy • Equality Duty • Staffing Structure • Staff Attendance Planned • Staff Attendance Unplanned • Anti-Harassment • School Emergency Plan • Critical Incidents • Transport • Pool Safety and Procedures • Lone working • Capability Policy • Visiting speakers policy • Appraisal

GSSC Pupil Premium Policy

Pupil Premium Policy

This policy was written by Lisa Atack, Head Teacher, Jan 2017 using DfE and EFA (Education Funding Agency) guidance Pupil Premium 2016 to 2017: conditions of grant (updated August 2016) and will be reviewed annually. This policy was adopted by the Governing Body in the Spring Term 2017.

Introduction

The Secretary of State for Education lays down the following terms and conditions on which assistance is given in relation to the pupil premium grant (PPG) payable to schools and local authorities for the financial year beginning 1 April 2016. PPG provides funding for two policies:

- raising the attainment of disadvantaged pupils of all abilities to reach their potential
- supporting children and young people with parents in the regular armed forces

Rates for eligible pupils

The PPG per pupil for 2016 to 2017 is as follows:

Disadvantaged pupils	Pupil premium per pupil
Pupils in year groups reception to year 6 recorded as Ever 6 FSM	£1,320
Pupils in years 7 to 11 recorded as Ever 6 FSM	£935
Looked-after children (LAC) defined in the Children Act 1989 as one who is in the care of, or provided with accommodation by, an English local authority	£1,900
Children who have ceased to be looked after by a local authority in England and Wales because of adoption, a special guardianship order, a child arrangements order or a residence order	£1,900
Service children	Pupil premium per pupil
Pupils in year groups reception to year 11 recorded as Ever 6 Service Child or in receipt of a child pension from the Ministry of Defence	£300

Eligibility

Ever 6 FSM

The pupil premium for 2016 to 2017 will include pupils recorded in the January 2016 school census who are known to have been eligible for free school meals (FSM) since May 2010, as well as those first known to be eligible at January 2016.

Children adopted from care or who have left care

The pupil premium for 2016 to 2017 will include pupils recorded in the January 2016 school census and alternative provision census who were looked after by an English or Welsh local authority immediately before being adopted, or who left local authority care on a special guardianship order or child arrangements order (previously known as a residence order). These are collectively referred to as post-LAC in these conditions of grant.

Allocations to schools

Mainstream schools

For the purposes of these conditions of grant, mainstream school means infant, junior, primary, middle, secondary, high schools, special school and pupil referral units. It does not include general hospital schools or other alternative provision.

DfE will allocate PPG to schools and local authorities (who must allocate for each FTE pupil on the January 2016 school census, at each school they maintain) the following amounts:

- £1,320 per pupil for each Ever 6 FSM full time equivalent (FTE) pupil aged 4 and over in year groups reception to year 6, except where the pupil is allocated the LAC or post-LAC premium
- £935 per pupil for each Ever 6 FSM FTE in year groups 7 to 11, except where the pupil is allocated the LAC or post-LAC Premium
- £1,900 per pupil for each post-LAC in year groups reception to year 11
- £300 for each pupil aged 4 and over in year groups reception to year 11 who is either Ever 6 service child FTE or in receipt of pensions under the Armed Forces Compensation Scheme (AFCS) and the War Pensions Scheme (WPS)

For pupils recorded aged 5 and over on the school census, PPG will be allocated on the basis of sole and dual main registrations only.

Maintained schools converting to academies

Schools that are academies on 1 April 2016 will receive their PPG directly from the Education Funding Agency (EFA). Local authorities should pay PPG to schools due to convert to academy status:

Date of conversion to academy	Proportion by LA	of PPG paid
On or by 1 September 2016	5/12ths	of their annual allocation
After 1 September 2016 and on or by 1 January 2017	9/12ths	of their annual allocation
After 1 January 2017	Their full allocation	

EFA will adjust the local authority's PPG allocation to reflect these conversions and the remaining allocation will be paid directly to the academy by the EFA.

Schools federated, or to be federated, under the provisions of section 24 of the Education Act 2002, during the financial year beginning 1 April 2016 shall have grant allocated to them as if they were not federated.

Local authorities must make the grant available to their schools irrespective 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

The grant may be spent in the following ways:

- for the purposes of the school ie for the educational benefit of pupils registered at that school
- for the benefit of pupils registered at other maintained schools or academies
- on community facilities eg 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

The grant does not have to be completely spent by schools in the financial year beginning 1 April 2016; some or all of it may be carried forward to future financial years.

Pupil numbers used to calculate PPG

EFA will calculate the allocation using:

- the number of pupils recorded on the January 2016 school census who are Ever 6 FSM (not eligible for the LAC and post-LAC premium)
- post-LAC pupils
- Ever 6 Service child FTE pupils aged 4 and over in year groups reception to year 11

The LAC numbers will be updated in December 2016 (as set out in paragraph 10 below). This means that some schools could see a small reduction in the number of Ever 6 FSM pupils counted for their pupil premium allocation, if the pupil is identified as LAC in the update. In these cases the schools concerned would see a reduction in their pupil premium allocation.

For new schools that open in the 2016 to 2017 financial year, EFA will use the October 2016 school census. If a school opens after the October census, EFA will use data from the January 2017 school census. In each case the allocation will be prorated to the proportion of the 2016 to 2017 financial year that the school is open.

Where a new school is not fully established, and at the start of the autumn term 2016, the school has been open for fewer years than the number of year groups in the school, then the school's allocation will be revised in March 2017. The revised allocation will apply the rates set out in section 2 to the increase in eligible pupils between the January 2016 school census and the October 2016 school census. The increase will be prorated by 7/12ths to reflect that the additional year groups have been in place for 7 months of the financial year.

Looked-after children (LAC)

DfE will allocate to schools and LAs a provisional amount of £1,900 per child looked after for at least one day as recorded in the March 2015 children looked-after data return (SSDA903) and aged 4 to 15 at 31 August 2013.

DfE will update and finalise this allocation in December 2016 based on the number of children looked after for at least one day during the year ending March 2016 as recorded in the March 2016 children looked-after data return (SSDA903) and aged 4 to 15 at 31 August 2015. This update may have an impact on some schools' allocations as set out in para 7 above.

Use of the LAC premium

The LAC premium must be managed by the designated virtual school head (VSH) and used without delay for the benefit of the looked-after child's educational needs as described in their personal education plan.

The VSH should ensure there are arrangements in place to discuss how the child will benefit from pupil premium funding with the designated teacher or another member of staff in the child's education setting who best understands their needs.

LAs may not carry forward funding held centrally into the financial year 2017 to 2018. Centrally-held LAC premium that has not been spent, or allocated to the child's education setting, by 31 March 2017 will be recovered.

Allocation and payment arrangements

PPG allocations will be confirmed in June 2016 once pupil number data from the January 2016 census has been validated and agreed. PPG will be paid to LAs in quarterly instalments by:

- 30 June 2016
- 30 September 2016
- 30 December 2016
- 31 March 2017

PPG will be paid to academies and free schools in quarterly instalments on:

- 6 July 2016
- 5 October 2016
- 5 January 2017
- 5 April 2017

Certification

LAs 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 these conditions of grant.

EFA will issue a certification form in April 2016 for return by 26 May 2017.

Variation

The basis for allocation of grant may be varied by the Secretary of State from those set out above, if so requested by the school or local authority.

Overpayments

Any overpayment of PPG shall be repaid by the school or local authority.

Further information

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, under 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.

Schools and LAs shall provide information as may be required by the Secretary of State to determine whether it has complied with these conditions.

GSSC Aims

- ✓ To ensure all PP pupils make expected or better than expected progress
- ✓ To ensure PP funding reaches the groups of pupils for whom it was intended

- ✓ To ensure PP funding makes an impact on pupils' education and lives by providing full access to the curriculum and extra-curricular activities
- ✓ To ensure that PP will be used to raise achievement and attainment by providing access to additional or appropriate educational and therapeutic support
- ✓ To ensure funding closes the gap between the achievement of PP pupils and their peers
- ✓ To use the funding to address other underlying inequalities between PP pupils and others
- ✓ To ensure all staff are aware of who the PP pupils are in their class, know the systems in place to support them and are monitoring progress accordingly
- ✓ To designate a staff member with responsibility for monitoring PP pupil progress and expenditure of PP funding
- ✓ To identify ways of effectively allocating the PP funding to give the best results

Identification

PP is allocated to:

- ✓ pupils who are, or have been, in receipt of FSM at any time in the last six years. The definite list of pupils in this category is held at the Department for Education and communicated to schools periodically
- ✓ Pupils who are looked after/adopted from care (LAC)
- ✓ Pupils whose families are, or have been, in the military service and satisfy the criteria as set out by the Department for Education
- ✓ Any pupil who becomes eligible for FSM during the year will be added to the list and treated as a PP pupil for the purposes of this policy and will have access to funding/support even if the school has not yet received funding for them
- ✓ The data held on pupils and available to members of staff through our Schools Information Management System (SIMS) includes identifying pupils who are eligible for both PP and currently eligible for FSM. The electronic marksheets available to teaching staff contain all the relevant data on individual pupils including their eligibility for FSM or PP or both

Responsibility

- ✓ It is the responsibility of all members of staff to ensure that all pupils receive the education, care and support they need to become happy and successful adults.
- ✓ Because LAC children are more likely to need additional support in order to become successful, they may require particular organisational focus.
- ✓ The Class teachers know each pupil in their class the best. The first responsibility therefore lies with the class teacher in identifying where a PP pupil has particular needs, which could be a barrier to the successful engagement with their education or the wider life of the school. Concerns should be passed on to the Pupil Premium Lead, Assistant Head (Claire Frogley).
- ✓ The aggregated knowledge about the PP pupils is the responsibility of the dedicated, Pupil Premium Lead, Assistant Head Teacher (Claire Frogley) who will track and keep records on PP students, including their engagement with enrichment activities and inform the Head Teacher (SENCO)

The Pupil Premium Lead will:

- ✓ Advocate for PP pupils with the Senior Leadership Teams (SLT), Governors and relevant outside agencies
- ✓ Aggregate the particular needs of such students from internal records
- ✓ based on this analysis, plan any behavioural, social and emotional support as may be necessary
- ✓ Work with the Class teacher in planning early and effective intervention to support learning needs
- ✓ Maintain an overview of the progress of PP pupils
- ✓ Intervene, where necessary, to support and advance their progress
- ✓ Manage liaison with home and with parents
- ✓ Manage the budget lines alongside the SBM and Assistant Bursar, design support access to enrichment activities and other necessary support for the better engagement in learning
- ✓ Report regularly to SLT and Governors on all aspects of the engagement and progress of PP pupils
- ✓ The Class teacher is responsible for providing a planned programme of learning support in conjunction with the relevant teacher
- ✓ The Pupil Premium Lead, SBM and Assistant Bursar are responsible for providing means whereby the progress of PP pupils may be regularly tracked and monitored.
- ✓ The Head Teacher (SENCO) has responsibility to ensure, through regular monitoring of Pupil Premium Lead, that PP pupils receive good quality teaching and in particular increased feedback via their Class teacher
- ✓
- ✓ The Head Teacher is responsible for ensuring there are sufficient resources and staff available to support the needs of PP pupils identified in the implementation of this policy, within the reasonable limits of available funding

Assessment of Need

Pupils who are eligible for PP will be assessed on the following basis:

- Expected progress in all curriculum areas, engagement and communication
- Attendance
- behaviour
- Social and emotional engagement
- Health and welfare
- Home life

Following analysis of need, the Pupil Premium Lead will be responsible for deciding whether the pupil requires further support

Learning Support

All pupils eligible for PP and who are making less than expected progress for learning reasons are entitled to:

- An analysis of learning need
- A planned programme of intervention proven to be effective in addressing the identified learning need(s)
- Access to specialist support where necessary
- Advice to parents about best methods for supporting pupil's specific needs

Pupil Support

All pupils eligible for PP may be entitled to:

- An analysis of barriers to learning and engagement
- A planned programme of behavioural, social and emotional support proven to be effective in addressing the identified need(s)
- Access to Education Psychologist
- Access to behaviour support
- Regular contact with parents
- Home visits where necessary
- Financial support for attending school residential visits – maximum one per academic year (via trip permission slip)

Pupil Premium Strategy

All information of GSSC use of Pupil Premium monies are available for the public to view on our school website

A review of previous financial spends is evaluated and available on our school website