

Nottingham City Virtual School **Pupil Premium Plus and Additional Funding Arrangements for** **Nottingham City Children in Care**

1. Introduction and statutory context

- 1.1. Looked after children (referred hereafter as children in care) are one of the groups of pupils that attract Pupil Premium funding. Local authority Virtual Schools receive a pupil premium grant from the Department for Education based on the number of children looked after for at least one day during the year ending March 2022 as recorded in the previous year's Local Authority children looked-after data return.
- 1.2. Pupil Premium is funding provided to help improve the attainment of children in care and close the attainment gap between this group and their peers.
- 1.3. Throughout this document, the Pupil Premium grant for children in care will be referred to as Pupil Premium Plus (PPP) to distinguish it from other forms of Pupil Premium allocations.
- 1.4. This policy covers the process of Pupil Premium funding allocation for Nottingham City children in care in reception to year 11. Funding arrangements for children who have previously been in care is outlined in Section 2. This policy does not cover funding arrangements for Early Years Pupil Premium (EYPP); the arrangements for the allocation of Early Years Pupil Premium is detailed within a separate policy.
- 1.5. The '[Pupil Premium: Overview](#)' Guidance (updated 14th April 2023) and the '[Pupil Premium 2023-24: Conditions of Grant for Local Authorities](#)' (published 30th March 2023) provides further details of the grant, key principles of these documents include:
 - PPP funding is provided to improve educational outcomes for disadvantaged pupils
 - PP grant is allocated to local authorities based on the number of looked-after children supported by the authority. It is for the local authority to decide how much of this funding to pass on to the child's school.
 - PPP funding for looked after children is paid to local authority's and managed by the Virtual School Head, who is responsible for ensuring funding is used to help deliver outcomes identified in children's personal education plans (PEP).

Children adopted from care or who have left care

- 1.6. Children recorded in the previous year's census and alternative provision census who were looked after by a local authority immediately before being adopted, or who left local

April 2023

Jasmin Howell, Head of Nottingham Virtual School

authority care on a Special Guardianship Order or Child Arrangements Order, are also eligible for Pupil Premium funding. Virtual Schools **do not** receive Pupil Premium funding for these children; it is paid directly to maintained schools by the LA Schools Funding Team, and academies receive the funding direct from the Education Skills Funding Agency.

2. Nottingham City Virtual School Pupil Premium Plus payment arrangements

- 2.1. The overall grant allocated to each local authority Virtual School is calculated on a per capita basis, however, the funding does not have to be distributed on a per capita basis, given that children and young people in care have differing levels of needs. Some local authority Virtual Schools may retain the grant (or part of) to purchase interventions or resources to meet the educational needs of their authorities' children in care.
- 2.2. In view of the above, there may be significant difference in the amount of PPP distributed by different local authority Virtual Schools for their children in care. Some Virtual Schools may distribute the full allocation, others may retain some and allocate a percentage to schools and others may retain the entire grant choosing instead to provide, commission and/or offer their own educational interventions for children in the care of their authority.
- 2.3. The Nottingham City Virtual School retains some of the PPP funding to provide interventions and support for its children in care, a list of interventions is detailed in Annex A, below. **Schools can therefore apply for up to £450 per term PPP funding.** If additional funding is required, for example because a child has needs requiring interventions/activities that exceed the termly allocation of £450, schools can make an additional funding request in the same way in which requests for PPP is made.
- 2.4. **All requests for PPP must be made as part of the child's ePEP each term, and submitted on the online ePEP portal.**
- 2.5. In order to process payments in time for the financial year-end close down, during the Spring Term all requests for PPP funding should be submitted by the end of February.
- 2.6. Schools that have a Nottingham City child in care on their roll are provided a unique login to access the ePEP portal. Each term, when setting PEP actions schools can request PPP funding within the ePEP portal aligned to the actions set.
- 2.7. To request PPP, when creating an action on the ePEP schools should select the funding option within the action tab and choose 'Pupil Premium Plus' from the drop down list if the amount required is within the £450 termly allocation.
- 2.8. The Nottingham City Virtual School provide schools with the opportunity to apply for additional funds over the £450 per term allocation, as we understand some of our children have needs that require specialist intervention. If schools wish to request more than the £450 allocation they must select 'Request Additional PP+' from the drop down list on the ePEP, this enables the Virtual School to differentiate between requests for the termly allocation and additional funding requests.

- 2.9. The Virtual School Head reviews funding requests on the ePEP portal monthly, so schools will not need to wait until the end of term for requests to be considered. Please note: when PPP payments are made we will not be able to notify each individual school or provide the names of the pupils the payment relates to. Payment description to schools will indicate it is PPP funding.
- 2.10. All schools that have a Nottingham City child in care on their roll can submit a request on the ePEP for PPP funding. However, requests from schools/providers where the Virtual School or local authority are paying (wholly or partially) for the child's place may not be approved, particularly if the fee for the provision exceeds the termly allocation of £450. All schools and providers are still encouraged to make a request for PPP, however, as funding is limited, priority will be given to children in maintained and academy schools.

3. Additional Funding Requests

- 4.1. Additional Funding Requests (funding requests that exceed £450 per term) are paid from the remaining budget available once the termly allocation requested by schools are paid. Therefore, the Virtual School can only approve additional funding requests if there is sufficient budget available and this is determined by the amount of additional funding requests received.
- 4.2. Approval of additional funding requests are also subject to the following:
- The appropriateness and relevance of the activity/intervention in meeting the child's educational needs and improving outcomes.
 - Evidence that the £450 termly allocation has been utilised and further funding is required to support the educational needs of the child in care.
 - Confirmation the additional funding will not be used to fund statutory services, interventions that should be provided as part of SEN support or an Education Health and Care Plan, interventions that are covered by fostering allowances or interventions that schools own funding should be covering.
- 4.3. The Virtual School does not have capacity to contact individual schools to inform them of applications approved. However, we will make contact with schools if funding requests are not approved or when we require further information.
- 4.4. The Virtual School is only able to allocate funding for interventions taking place in the financial year the grant relates to. It is not in accordance with the Conditions of Grant to make retrospective payments for interventions that took place in a previous financial year.

5. Pupil Premium Plus payment process

- 5.1. All PPP funding approved by the virtual School is submitted to the Nottingham City Council's finance team to process the payments.

- 5.2. Schools must be set up as a supplier on Nottingham City Council's financial system in order to receive PPP payments. The Virtual School Administrator will email the school's finance officer with a link to self-register where schools are not set up as suppliers. The email will include a link to important documents and frequently asked questions to help complete the self-registration process.
- 5.3. As part of the self-registration process, Nottingham City Council's financial accounting Corporate Finance Team will undertake anti-fraud checks for new suppliers, until these checks have been satisfactorily completed the school will not receive any funding, it is therefore important that the school's finance officer complies with such requests as soon as possible to reduce delay in payments being made.
- 5.4. Once the registration process has been satisfactorily completed, schools will receive their Nottingham City supplier code via email, this email will need to be shared with the Virtual School's PPP Administrator. As part of the registration process, schools are encouraged to register for the Supplier Portal, in doing so, they will gain access to view the live status of payments and will be able to make changes to the school's supplier account directly, for example updating bank account details or adding new addresses. Information provided by the school will also be used for providing remittance advice.
- 5.5. Schools maintained by Nottingham City Council will receive their PPP funding by means of a budget adjustment on their School Budget Share Letter. Academies, independent schools, schools maintained by other authorities and other providers will receive their PPP funding as a NCC supplier. Schools will receive a remittance advice if a request has been made within their supplier details on the supplier portal.
- 5.6. Nottingham City Virtual School will not seek to recoup PPP allocated where funds provided were £450 or less if a child moves school during the term. However, where schools have received additional funding above the £450 per term allocation, the Virtual School may seek to recoup this to ensure there is sufficient funds available for the new school the child attends.
- 5.7. Nottingham City Virtual School reserves the right to recoup PPP funding if there is no evidence the funding is being used to benefit the child to improve their educational outcomes and experience.

6. Key principles in approving requests for Pupil Premium Plus

- 6.1. The following principles will be considered in approving requests for PPP funding:
 - There is an action on the ePEP relating to the funding being requested.
 - The funding will be used to benefit the child in care to improve their educational outcomes and experience.
 - The funding will not be used to fund interventions and activities that should be provided on a statutory basis.

- The school will be able to measure and/or evaluate the impact of the intervention funded through PPP on the child's educational outcomes.

7. Example interventions that can be funded through Pupil Premium Plus

- 7.1. PPP is in place to benefit the child in care and must be used to enhance and improve their educational outcomes and experience. The child/young person's voice and their specific needs are of central importance in considering the use of PPP funding and should be incorporated in their PEP.
- 7.2. There is no one specific intervention that will meet/improve/enhance the educational needs of every child in care; children's needs vary and can change significantly. What follows, therefore, are example interventions the Nottingham City Virtual School are likely to approve PPP funding, based on our general understanding of 'what works' in improving and enhancing educational outcomes and experience:
- One to one tuition
 - Booster sessions
 - Nurture groups
 - Therapeutic sessions
 - Behaviour support
 - Extracurricular activity sessions

8. Circumstances where Pupil Premium Plus will not be provided

- 8.1. PPP will not be provided if it is being used to double fund or replace funding which should already have been allocated to support the child, for example:
- To fund services that should be provided as part of Special Education Needs (SEN) support or an Education, Health and Care Plan (EHC).
 - To fund statutory work and/or services.
 - Where the school's own funding covers the cost of the intervention.
 - To fund activities that are expected to be covered by fostering allowances
 - To fund activities/interventions **not detailed** or aligned to the child's PEP

9. Pupil Premium Plus and the child's Personal Education Plan (PEP)

- 9.1. All children in care must have a Personal Education Plan (PEP). The PEP is an evolving record of the child's educational experience, outcomes, progress and attainment and must detail the steps and actions required to enable that child to make expected progress and fulfil their potential.
- 9.2. As the purpose of PPP is to help improve the attainment of children in care and close the attainment gap between them and their peers, plans for PPP spend should be identified and included within the child's PEP, please also refer to section 3 above.

10. Management and accountability

- 10.1. The Nottingham City Virtual School is accountable to the Corporate Director of Children's Services and the Corporate Parenting Board for ensuring there are effective and transparent arrangements in place for distributing PPP to benefit the education of children in care. The Virtual School is also responsible for ensuring arrangements are in place to monitor and evaluate the effectiveness and impact of PPP spend on the educational outcomes and experiences of children in care.
- 10.2. Schools and education settings that receive PPP funding are responsible and accountable for ensuring funding is used appropriately and effectively to enhance and improve the child's educational achievement.
- 10.3. Social Workers and Designated Teachers must ensure the use and impact of PPP funding is clearly recorded in the child's PEP.

11. Contact Us

Nottingham City Virtual School contacts/General enquiries	Tel: 0115 8764692 or 8764694 Email: thevirtualschool@nottinghamcity.gov.uk
Virtual School website	nottinghamcityvirtualschool.org.uk
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Appendix 1**Interventions provided by the Virtual School and funded through PPP**

Intervention / Project	Description	Criteria
1. Tuition	Face to face tutor provided by tuition agency. Online tuition also available.	<ul style="list-style-type: none"> • Children WASP • Children who are unable to access their education setting • Children receiving under 25 hours of education • Support YP to meet their potential academically • Not available for children who have an EHCP
2. Mentor Support	Mentoring support for children in care. Support young people with emotional wellbeing, personal development, academic achievement and provides a positive role model.	<ul style="list-style-type: none"> • Children requiring support with emotional/behavioural issues • Children who are at risk of exclusion from school • Children who have become disaffected with education • Children who are likely to be NEET • Children who have become increasingly emotionally vulnerable because of Covid-19
3. Educational Psychologist	Support and advice from allocated Educational Psychologist. EP provides consultations, advice, assessments and some interventions.	<p>Children experiencing difficulties at school in respect to their:</p> <ul style="list-style-type: none"> • behaviour • learning support needs • engagement in learning • emotional wellbeing
4. Certificates of achievement	Certificates, letter and reward vouchers (£10) for CiC on a termly basis sent by post.	<ul style="list-style-type: none"> • For all year groups to celebrate their educational achievements • 60 children nominated for a certificate and reward each term.

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