

From: NCCEducation
Sent: 02 September 2021 20:03
Subject: Email from Education Directorate
Attachments: Template letter to parents.docx; Schools NFF - FSM6 update.docx; Autumn term Public Health letter.pdf

Good evening and welcome back,

In today's email there is an important school funding update, information about the flu vaccination programme, dates for the ongoing Early Years data collections for this term and an update about the Disability Access Fund.

Reporting of Covid cases and ongoing monitoring of the impact of Covid on schools

Following last week's email, we are no longer asking you to report individual covid cases in schools, but instead asking you to contact CoronaVirusQueries@nottinghamcity.gov.uk when your school reaches the thresholds outlined in the attached Public Health letter. We are also asking you to continue to complete the Educational Settings Status Form. The guidance for this form was updated on 25 August 2021 - https://www.gov.uk/guidance/how-to-complete-the-educational-setting-status-form?utm_medium=email&utm_campaign=govuk-notifications&utm_source=67948e48-1d71-4102-b84b-dc775f027dbe&utm_content=daily

The educational setting status form must be completed by 2pm each day by:

- academies (including free schools and studio schools) - each school in a multi-academy trust (MAT) must complete this individually and MAT head office cannot complete it on behalf of member schools
- local authority-maintained schools
- independent schools
- non-maintained special schools
- pupil referral units
- university technical colleges
- special post-16 institutions
- further education (FE) colleges and sixth-form colleges – if colleges are part of a group, a single form should be completed covering all colleges that fall under the corporation

Data on all early years providers, including private, voluntary and independent (PVI) nurseries, is being collected via local authorities as part of a bi-weekly data collection. You can email dfeducationsettingstatus@education.gov.uk if you have any questions about completing the form.

Important School Funding Update

From the financial year 2022/23 funding allocated to school and academies through the FSM6 factor in the schools national funding formula will be based upon the number of pupils recorded on the October school census who have been eligible for free school meals at any time in the last six years. In previous financial years the funding has been based on the pupils recorded on the January school census.

The Department of Education (DfE) have done this to align how they allocate funding under the FSM6 factor to how they allocate funding under the Pupil Premium Grant, which from the financial year 2021/22 has been allocated based on the number of eligible Ever6 pupils on the October school census.

Please find attached a document detailing this change and the actions that schools and academies need to take to try and maximise their funding in the financial year 2022/23.

The Local Authority is encouraging schools and academies to ask their parents/carers who have not yet applied for free school meals to check to see if they think they meet the eligibility criteria and if they do ask them to apply for free school meals as soon as possible at the beginning of the Autumn Term 2021. By doing this at the start of the

Autumn Term 2021 this will hopefully enable all applications to be processed by the Pupil Benefits Team before the census day on 7 October 2021.

To try and assist schools and academies in this task NCC Schools IT Team have produced a report for schools and academies that use SIMS to ascertain which pupils are not currently eligible for free school meals, Ever6 or pupil premium. They have also produced guidance notes for schools and academies that use ScholarPack and Arbor to obtain the same information from their systems. The guidance notes and SIMS report will be sent to the contacts given for sending the school budget packs to for the financial year 2021/22 . These will be sent out on 1 September 2021.

Once you have obtained this information you will then be able to target the parents/carers that have not yet applied for free school meals. Please find attached a template letter to parents you may wish to use or you may prefer to use your own.

We appreciate that this task requires a very short turnaround time but hopefully by working together we will maximise the funding that your school/academy attracts.

If you have any queries, please contact the relevant team, all contact details are included in the attached Schools NFF – FMS6 update document.

Flu vaccination programme

Once again the flu season is nearly upon us. With Covid-19 still in circulation it is essential we protect ourselves and the wider community. One way to do this is to encourage everyone to access the flu vaccine. This year the flu vaccination programme has been extended to include all children in secondary schools (Years 7-11). The School Aged Immunisation Service will be running some interactive webinars to outline how the programme will be rolled out this year.

- Primary Schools Tuesday 14th September 2021 at 11am
- Secondary Schools Thursday 16th September 2021 at 11am
- Special Schools Monday 13th September 2021 at 12.30pm

To reserve a place please contact the team on healthpromotionteam@nottshc.nhs.uk

For further information and resources:

- [PHE Flu vaccination programme 2021-2022: briefing for schools](#)
- [School aged immunisation service](#)

Ongoing Early Years data collection

Following a recent consultation about the data collection, the DfE have decided not to stop this completely due to there being too many variables for how the situation may develop during the Autumn Term. They have however reduced the collections and these will follow the same procedures as before.

The proposed collection dates for the Autumn Term will be:

- w/c 13th September
- w/c 11th October
- 1 x date in November to be advised
- 1x date in December to be advised

Disability Access Fund

The **Disability Access Fund** (DAF) is part of the early years national funding formula introduced in April 2017. DAF provides additional funding to support schools and early years settings make reasonable adjustments to enable children with special educational needs and disabilities (SEND) access their funded early years entitlement hours.

The Local Authority has monitored take-up of DAF which unfortunately continues to be lower than expected compared to the number of children we estimate as being eligible. We are taking this opportunity to raise your awareness of the funding offer and encourage you to claim for eligible children in your school.

You will receive £615 per year for eligible children.

The eligibility criteria is as follows:

- The child is in receipt of the three and four year old early education funding
- The child is not attending a reception class in a primary or infant school/academy
- The child is in receipt of Disability Living Allowance (DLA)

How to claim:

- Schools and settings are ultimately responsible for identifying eligible children and should speak to parents in order to find out if their child is in receipt of DLA.
- A copy of the DWP Award letter stating '*About Your Claim*' must be viewed and a copy retained by the school as evidence the child is eligible.
- Schools must ensure parents complete the DAF application form which is on the EY website in the Equality and inclusion section and can be found below along with a flow chart of the process:
 - [School Applications for Disability Access Funding Application and Guidance](#)
 - [School process Flow chart of how to claim DAF](#)

All evidence must be kept and shared with the LA if requested with parental consent.

Off Payroll Workers Communications to School