6th December 2022

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Incorrect data will result in wrong or late payments being made.  We want to help you avoid being in this situation.  Unfortunately  the Early Years Funding Team are receiving a high volume of incorrect claims, which is resulting in additional workload for both the team and the schools involved to rectify. Therefore we have put together [a guide](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDAsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMDYuNjc3Mzc0MTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTEvMjgvZmlsZV9hdHRhY2htZW50cy8yMzM4ODgwL0VZJTIwRnVuZGluZyUyMFByb2Nlc3MlMjBSZW1pbmRlcnMucGRmIn0.1tEYlXQ0iifCGE_R_hQLKJ-3Q8OJVk_xZxnRXehO1DM/s/376029011/br/149628154032-l) as a reminder of the process we trust you will cascade to all relevant staff responsible for inputting on the portal. Please do contact the funding team [earlyyears@nottinghamcity.gov.uk](mailto:earlyyears@nottinghamcity.gov.uk) they are there to help. For Pupils **“STEM” into Christmas: University of Nottingham are inviting local schools to get a taste of engineering at the annual Engineering Christmas Lecture.**Join us on the **20th December** for engineering entertainment, browse the interactive activities in our Engineering & Science Learning Centre, on University Park Campus and get the chance to find out more about applying to university and the courses available.  The lecture will be presented by James Bonnyman, Professor of Engineering Education and Assessment, Professor Ed Lester, The Lady Trent Professor of Chemical Engineering and Sarah Sharples, Professor of Human Factors at the University of Nottingham and Chief Scientific Adviser for the Department for Transport. ‘The Future of Transportation’ lecture is designed to enhance the national curriculum, driving interest into STEM subjects while showing how exciting and diverse the world of engineering is. Aimed at **Years 8 upwards**, with an interest in science and engineering 10:30 – 14:30. Places are **free of charge** and limited to 50 pupils per school and free coach parking is available on campus . We also welcome students who wish to attend with their parents, if you could please advise them to complete the below form and select our Christmas Lecture and we will be in touch to confirm their space. [Register interest form](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDEsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMDYuNjc3Mzc0MTEiLCJ1cmwiOiJodHRwczovL2Zvcm1zLm9mZmljZS5jb20vUGFnZXMvUmVzcG9uc2VQYWdlLmFzcHg_aWQ9N3FlOVo0RDk3MEdza1RXRUdDa0tIc3NLYWhDd1dOTlB2Z3pIemhfYXlBdFVORVE1TVROV1dsaElNVU5NUlVOSlR6QXdORTFKU2t4QlFTNHUifQ.U7_coqbRXuEe21ziIm-fHx1eWtei1_ZsMb9Mwk_Yd2w/s/376029011/br/149628154032-l)  Schools will be allocated a time slot for lunch and to tour the activities before being escorted to the lecture theatre. This is a really exciting opportunity to inspire the next generation in what a career in STEM could lead to and we really encourage your students to come along. For further details or to reserve a place, please contact [engineeringoutreach@nottingham.ac.uk](mailto:engineeringoutreach@nottingham.ac.uk). Resources - Insurance  |  | | --- | | **Staff Absence Insurance** -  Nottingham City Council are delighted to announce that we have re-awarded our Staff Absence Insurance Preferred Supplier contract to Schools Advisory Service (SAS). In our recent Tender process providers were scored on aspects such as price, scope of cover, claims processing and wellbeing provision for staff. The SAS Staff Absence Insurance policy scored the highest in comparison to the other insurance and mutual providers who entered the tender process. Schools Advisory Service (SAS) have been supporting schools as Preferred Supplier of Nottingham City Council since 2014 and are very proud to continue that relationship moving forward.  [see more](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDIsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMDYuNjc3Mzc0MTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTIvMDUvZmlsZV9hdHRhY2htZW50cy8yMzQ1MjM4L1NBUyUyME5vdHRpbmdoYW0lMjBDaXR5JTIwTmV3c2xldHRlciUyMHdvcmRpbmcuZG9jeCJ9.ExG3wTVlm1OU-4sGeBCPyCbGqMlFfhbTvPOS1VVyZWc/s/376029011/br/149628154032-l)  For schools who are interested in this service please see [the attached](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDMsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMDYuNjc3Mzc0MTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTIvMDUvZmlsZV9hdHRhY2htZW50cy8yMzQ1MjM4L1NBUyUyME5vdHRpbmdoYW0lMjBDaXR5JTIwTmV3c2xldHRlciUyMHdvcmRpbmcuZG9jeCJ9.YQOYYsrnsK52jxXwsiS8wt7GH6urhteqxQRY6JezZuE/s/376029011/br/149628154032-l), and as Nottingham City Council have completed the tendering process this covers you from having to complete this process yourselves and can be shown as Best Value. | | | | |

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13th December 2022

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Where you judge this is not appropriate based on local circumstances, you have discretion to spend this on other capital projects. The [attached email](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDAsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTIvMTIvZmlsZV9hdHRhY2htZW50cy8yMzUyMDIyL0NhcGl0YWwlMjBGdW5kaW5nLmRvY3gifQ.D7A2iXzFlbEL1O7q8qYLxLvSwpcDcI17YUqO8d5PRJs/s/376029011/br/150274737760-l) contains links to guidance for education providers on improving efficiency of your buildings and reducing energy use, the conditions of grant and grant allocations by school.  Details of each schools funding allocation can be found [here.](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDEsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTIvMTIvZmlsZV9hdHRhY2htZW50cy8yMzUyMDI1L0NvcHklMjBvZiUyMEFkZGl0aW9uYWxfc2Nob29sX2NhcGl0YWxfZnVuZGluZ19hbGxvY2F0aW9uc18yMDIyX3RvXzIwMjMlMjAtJTIwTWFpbnRhaW5lZCUyMHNjaG9vbHMueGxzeCJ9.9tO_rWtztNnnup44a14sRX8cFWh3RzwaeXAJXcGunUQ/s/376029011/br/150274737760-l)  Academies will receive this through their Trust  **Maintained Schools Only**- Local authorities have been asked to pass this information onto the schools they are responsible for i.e. maintained schools. There is an expectation that this funding will be spent in the financial year 2022/23.  However, normal terms of devolved capital apply.  See conditions of grant spend [guidance](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDIsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL2Fzc2V0cy5wdWJsaXNoaW5nLnNlcnZpY2UuZ292LnVrL2dvdmVybm1lbnQvdXBsb2Fkcy9zeXN0ZW0vdXBsb2Fkcy9hdHRhY2htZW50X2RhdGEvZmlsZS8xMDYzNjI5L0NvbmRpdGlvbl9ncmFudHNfc3BlbmRfZ3VpZGFuY2VfMjAyMl90b18yMDIzLnBkZiJ9.7VuoPtUoVomXPUcdKw8hRcbC0VEfz4GWxF61V0jHwDs/s/376029011/br/150274737760-l). If you would like to discuss the use of grant please initially contact Robert Caswell at [robert.caswell@nottinghamcity.gov.uk](mailto:Robert.Caswell@nottinghamcity.gov.uk).   This funding is due to be received by the Local Authority in December 2022.  Once the funding has been received the Local Authority will update your schools School Budget Share Letter to reflect your schools allocation.  If you have any funding queries please contact [school.funding@nottinghamcity.gov.uk](mailto:school.funding@nottinghamcity.gov.uk) |  For Staff **Split Sites Data Collection -**As part of this year’s authority proforma tool (APT) data collection (2023 to 2024), local authorities are required to complete data on maintained schools (primaries) and academies (primaries and secondaries) in the local authority that meet the Department of Education’s (DfE’s) new split sites eligibility criteria.  [more info](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDMsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTIvMTMvZmlsZV9hdHRhY2htZW50cy8yMzUzMzUwL1NwbGl0JTIwc2l0ZXMlMjBkYXRhJTIwY29sbGVjdGlvbi5kb2N4In0.xLV6T-iM9w2YA9DrM369WxPitXzMPoYWMzidl4kGkm0/s/376029011/br/150274737760-l) This information will be used by the DfE to calculate the distances between schools’ sites and to determine funding for 2024 to 2025 through the split site formula. **Even if your school does not operate on a split site we would be grateful if you could answer question 1** and then return [the form](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDQsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTIvMTMvZmlsZV9hdHRhY2htZW50cy8yMzUzMzY1L1RlbXBsYXRlJTIwdG8lMjBiZSUyMGNvbXBsZXRlZCUyMGJ5JTIwc2Nob29scyUyMC0lMjBzcGxpdCUyMHNpdGVzJTIwZnVuZGluZy54bHN4In0.NEBKFQgFjO6c13RD1lvfb6fukdfPNk853HAKIvuLqmQ/s/376029011/br/150274737760-l) to the email address below. Please submit your completed returns to [school.funding@nottinghamcity.gov.uk](mailto:school.funding@nottinghamcity.gov.uk) by no later than Wednesday 21 December 2022.  **Prevent Training** - As a reminder here is the link to the [self-assessment tool](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDUsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL3d3dy5nb3YudWsvZ292ZXJubWVudC9wdWJsaWNhdGlvbnMvcHJldmVudC1kdXR5LXNlbGYtYXNzZXNzbWVudC10b29sLWZvci1zY2hvb2xzIn0.cXbi-1fZfu2_D_ElaV9oKzCQEjpxmKSVfdFZ5M4kAP0/s/376029011/br/150274737760-l)  and also details of the webinars that schools can sign up for -  Wednesday 18th January 2023 10.45am to 11.30am **-** [details here](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDYsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL3d3dy5ldmVudGJyaXRlLmNvLnVrL2UvdGlwcy1hbmQtYWR2aWNlLW9uLXVzaW5nLXRoZS1zZWxmLWFzc2Vzc21lbnQtdG9vbC1mb3Itc2Nob29scy10aWNrZXRzLTQ0NDU5NTQwNTgyNyJ9.bDm2si_AVXEqGpLmPhcCXJWMCfOTUKpRw_WCiHMgQMg/s/376029011/br/150274737760-l)  Tuesday 28th February 2023 10.45am to 11.30am **-**[details here](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDcsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL3d3dy5ldmVudGJyaXRlLmNvLnVrL2UvYS13ZWJpbmFyLXRvLXN1cHBvcnQtc2Nob29scy10by11c2UtdGhlLXByZXZlbnQtc2VsZi1hc3Nlc3NtZW50LXRvb2xraXQtdGlja2V0cy00NDQ1OTg0NjQ5NzcifQ.an4LnL8mNr4GrWjXYMHgcOsFRqVXMZhp-PGUK7KiWYM/s/376029011/br/150274737760-l)  **City MASH -**As you may be aware from previous communication, Children and Families Direct has been rebranded to City MASH. All communication will now reference City MASH and no longer C and F. **The old email address is still live and will redirect any mail to the City MASH inbox**. If submitting a MARF or emailing the old email address you will get an automated response from the new CityMASH@ one and emails from that inbox will be the City MASH email address.  For clarity the contact details for City MASH are; 0115 8764800 [CityMASH@nottinghamcity.gov.uk](mailto:CityMASH@nottinghamcity.gov.uk)  **MARF - A Multi Agency Request Form (MARF) has been developed for professionals to use when making a referral to City MASH.** This can be found by clicking on the following link**.**  The [revised MARF](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMDgsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL3d3dy5ub3R0aW5naGFtY2l0eS5nb3YudWsvbWFyZiJ9.HYSn4Dgy6ElHh2lxtsZtRf4wyN4As_HJ-iJvauFKtZ4/s/376029011/br/150274737760-l) is the paper form of the E-form which is due to be ready early 2023 and will be an electronic form that all professionals should use to refer in to City MASH. Further information will be shared with all relevant stakeholders when this E-form is ready for launch.  **Mental Health First Aid Course 'Aware' -**  Thursday 26th January 2023 from 09:30-13:00. at Loxley House. This is **free** to attend for our professionals working with young people in Nottingham City. This three and a half hour course is an introductory session to raise awareness of young people’s mental health. It is tailored for people who teach, work, live with and care for young people aged 8 to 18. This course is aimed at the Children’s workforce who have minimal direct contact with children and young people or limited capacity to attend the two day training course.  Please discuss with your manager whether you should attend the two day course or the three hours “Aware” version. For more information and to book [click here](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMTAsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL2NvbnRlbnQuZ292ZGVsaXZlcnkuY29tL2F0dGFjaG1lbnRzL1VLTkNDX0lOVEVSTkFMLzIwMjIvMTIvMTMvZmlsZV9hdHRhY2htZW50cy8yMzUzMzE1L01lbnRhbCUyMEhlYWx0aCUyMHRyYWluaW5nJTIwSmFuJTIwMjMuZG9jeCJ9.cRDKTgUkqVLC7SB9sjkxFa5UysY2thKnW176zLV_BbI/s/376029011/br/150274737760-l) Resources  |  | | --- | | **Winter Water Safety Reminder -**Our thoughts go out to Birmingham - three boys aged eight, 10 and 11 have died after falling into an icy lake near Solihull on Sunday.  A fourth boy, aged six, remains in a critical condition in hospital at this stage. It is thought they had been playing on ice in Babbs Mill Park, in Kingshurst, West Midlands Police said. Temperatures are thought to have plunged to 1C (34F) in the area at the time of the incident, falling to -3C (26F) overnight.  Water safety messages are often supplied with the inviting summer temperatures the messages are just as significant in winter. The following free link will provide you with important water safety messages to share with pupils to ensure we stay safe around our water margins this year. [Nottingham School Swimming on Vimeo](https://lnks.gd/l/eyJhbGciOiJIUzI1NiJ9.eyJidWxsZXRpbl9saW5rX2lkIjoxMTEsInVyaSI6ImJwMjpjbGljayIsImJ1bGxldGluX2lkIjoiMjAyMjEyMTMuNjgxMjE0NTEiLCJ1cmwiOiJodHRwczovL3ZpbWVvLmNvbS9zaG93Y2FzZS84Mjg2MDgyIn0.d6ZDI67qEOaVjhIMyqAZ_yuFCBy5f66xIWS5FJ0eFv0/s/376029011/br/150274737760-l) | | | | |

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20th December 2022

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