

Pupil Premium Background

For All Schools

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What is the Pupil Premium?

The Department for Education's definition of the Pupil Premium.

*"The **Pupil Premium** is additional funding given to publicly funded schools in England to raise the attainment of disadvantaged pupils and close the gap between them and their peers."*

NB: Pupil Premium indicators in SIMS should be updated annually for each new academic year.

Which students attract Pupil Premium funding?

There are four Pupil Premium categories:

- **Deprivation Pupil Premium** (*Free School Meals students*)
- **Service Children Premium** (*Parents work for the Armed Forces*)
- **Looked After Premium** (*Currently In Care*)
- **Post Looked after** (*Removed from foster care due to either Adoption, Special Guardianship, Residence Order or a Child Arrangement Order*)

How is this data held in SIMS?

All data, essential for attracting Pupil Premium funding, is held on individual student records, except for Post Looked arrangements after a student has been removed from foster care.

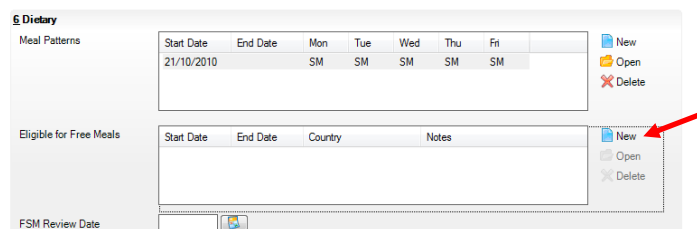
Deprivation Pupil Premium

The DPP is more commonly known as **Free School Meal** eligibility. The DfE have always used the number of pupils Eligible for Free School Meals, at a school, as an indication of deprivation in the area local to the school.

Note: Pupils should only be recorded as eligible for Free School Meals if they meet the FSM eligibility criteria in respect to family income and their parents have made a legitimate claim. A list of these pupils can be found on the Local Authority's Synergy website

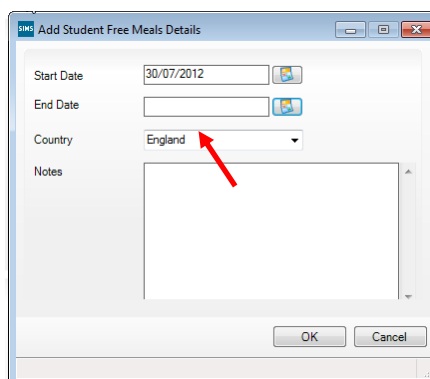
All Infants have been offered free meals at school since September 2014, regardless of their family's financial circumstances. Free Infant dinners should **NOT** be confused with being Eligible for Free School Meals due to deprivation. Pupils who are **only** in receipt of a free school lunch due to the **Infant Pupil Universal Entitlement** – should **NOT** be recorded as FSM students on their individual records in SIMS. Infant students should only have FSM eligibility recorded on their records if they meet the FSM eligibility criteria as listed in the note above.

This eligibility is held in the **Dietary Panel** on a student record.



The screenshot shows the 'Dietary' panel in SIMS. It has three main sections: 'Meal Patterns', 'Eligible for Free Meals', and 'FSM Review Date'. The 'Eligible for Free Meals' section contains a table with columns for Start Date, End Date, Country, and Notes. To the right of this table are three buttons: 'New', 'Open', and 'Delete'. A red arrow points to the 'New' button.

Click on **New** in the **Eligible for Free Meals** panel and enter a valid start date. The DfE will be collecting all start dates of eligibility as well as the location of the eligibility. eg. England



The screenshot shows a dialog box titled 'Add Student Free Meals Details'. It has four input fields: 'Start Date' (with the value 30/07/2012), 'End Date', 'Country' (with a dropdown menu showing 'England'), and 'Notes'. A red arrow points to the 'Country' dropdown menu. At the bottom of the dialog are 'OK' and 'Cancel' buttons.

Each period of FSM eligibility must have an associated country reported to ensure that those pupils who have only experienced periods of FSM eligibility outside of England do not attract the pupil premium.

The end date for FSM eligibility should be left **blank**. Please note that end dates should **NOT** be entered for Free School Meal Eligibility even if a pupil's financial circumstances improve.

Following the introduction of **Universal Credit**, a pupils' FSM status will be protected until either the end of the **Universal Credit** roll out period or until the end of their current phase of education. This means that:

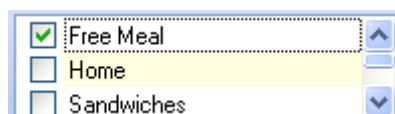
- any claimant who is in receipt of free school meals on **1 April 2018** should continue to receive free school meals whilst Universal Credit is rolled out. This applies even if their circumstances change and they would no longer meet the eligibility criteria
- any claimant who gains eligibility for free school meals after **1 April 2018** and until the end of universal credit rollout, should continue to receive free school meals during the Universal Credit rollout period. This applies even if their circumstances change and they would no longer meet the eligibility criteria

Consequently, it is not expected that FSM end dates will be entered by schools during the transitional period – with the exceptions being:

- where a parent has withdrawn the pupils FSM claim
- where a pupil transfers from another UK country and their non-English FSM eligibility must then have an FSM end date

The Pupil Premium only covers periods of FSM eligibility experienced in England. For this reason, it is **essential** for schools to add England to the country field on a Free School Meal eligibility record.

On the **Additional Information panel**, a tick in the Free Meal box, as displayed below, is not collected in the census file and nor is it carried through into the Dinner Money module. Only FSM eligibility records with start dates, as discussed above, are valid indicators of Free School Meal eligibility.



A screenshot of a form with three checkboxes. The first checkbox, labeled 'Free Meal', is checked with a green tick. The second checkbox, labeled 'Home', is unchecked. The third checkbox, labeled 'Sandwiches', is unchecked. The form has a light blue border and a yellow highlight behind the 'Home' checkbox.

FAQs:

Do we include asylum seekers receiving free school meals?

Yes - if they are in receipt of support under Part 6 of the Immigration and Asylum Act 1999.

If a pupil is recorded as being a Service Child, can they also claim for a Free School Meal?

Due to the minimum pay scales of members of the regular armed forces, the Department would not expect Service Children to be eligible for free school meals.

Can a Nursery age pupil be recorded as FSM Eligible?

Nursery pupils (i.e. pupils attending nursery schools and pupils attending primary schools in NC Year N1 and N2) are required to be attending educational provision both before and after lunch to be eligible for FSM. Currently, Nursery pupils can only qualify for the Early Years Pupil Premium. Early Years Pupil Premium is dealt with in the January census return.

Service Children Premium

The Service Children in Education indicator is found on the Additional panel in a student record.

Additional Information

Meals

- Free Meal
- Home
- Sandwiches

Modes of travel

- Boarder - not applicable
- Bus (type not known)
- Car Share (with child/children)

Service Children in Education: Yes

Recoupment: [Text Field]

Youth Support Services Agreement: Obtained

Route: [Dropdown]

LA Provided Transport:

Source of Service Children in Education: Provided by the parent

FSM Eligibility and Service Children

The DfE have stated that pupils cannot be recorded as being both **Service Children AND Eligible for Free School Meals**.

The minimum pay scales for members of the regular armed forces, would normally inhibit any eligibility claim for Free School Meals.

Pupils can only be tagged as Service Children if their parents are designated as Personnel Category 1 or 2 which is shown on the MoD website at the link below: The child also has to **live** with the parent employed by the armed services, to qualify as a Service child.

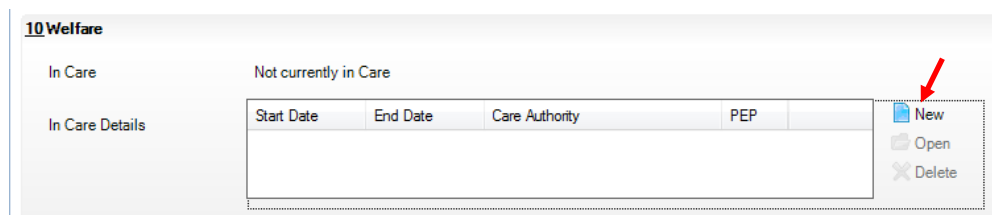
<https://www.gov.uk/government/publications/the-service-pupil-premium/service-pupil-premium-what-you-need-to-know>

Children of military personnel who have died in service will be eligible to access the Service Pupil Premium. These children will be in receipt of a Military Child's Pension and should also be tagged as Service Children in SIMS.

If a parent, previously employed by the armed services, is now no longer employed by the armed services, then the **Service Children in Education** field should be set to **No**.

Looked After Premium

In Care details are entered on the **Welfare panel** of a student's record. This data is **not** captured in school census returns unless a student also has an exclusion. It is, however, imperative for users to maintain **In Care** data so that schools for pastoral reasons can easily analyse and report on Looked After Children. Being able to identify Looked After Children in relation to their attainment and attendance is essential for OFSTED inspections.



10 Welfare

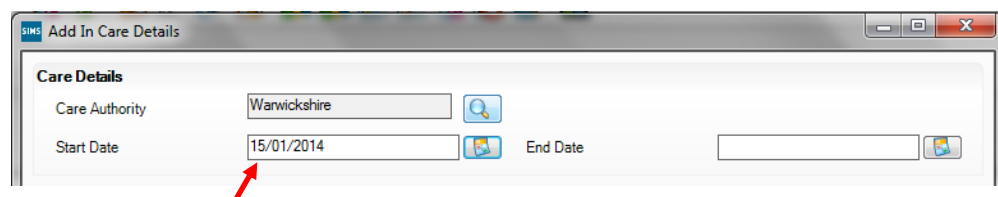
In Care Not currently in Care

In Care Details

Start Date	End Date	Care Authority	PEP
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New
Open
Delete

Click on **New** and enter the Care Authority (*which is not necessarily Warwickshire*)



SIMS Add In Care Details

Care Details

Care Authority Warwickshire

Start Date 15/01/2014 End Date

Extensive data about Looked After Children is held by **The Virtual School Team**. It is their remit to continually monitor the whereabouts of these vulnerable children. The DfE rely on Local Authority, Virtual School Teams to provide them with the data necessary for determining **Looked After Pupil Premiums**. Virtual Schools inform the DfE about students **In Care** via their census returns, usually submitted in March each year.

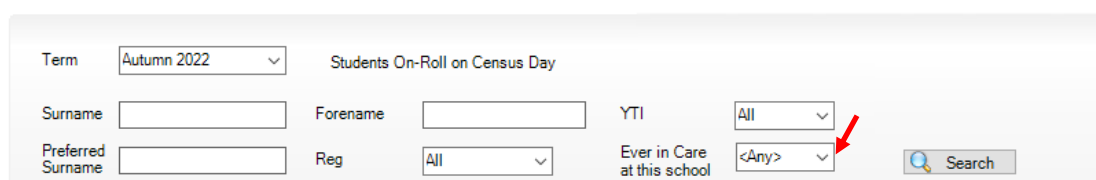
Post Looked after Premium

Removed from Care data will identify those children, on roll on census day, who had previously been In Care before being Adopted, placed on a Special Guardianship, Residence, or Child Arrangement order. This data will be collected termly and will apply to all pupils in all school types.

It will be up to those who have parental responsibility (adoptive parents, special guardians and carers) to decide if they wish schools to know that these children have been adopted or are under a special guardianship order or a residence order.

Due to the confidential nature of this data, users will record adoption details in the **Post Looked After Arrangements** table of their census return, instead of on individual student records.

Tools / Statutory Return Tools / Update Post Looked After Arrangements



The screenshot shows a search interface for 'Students On-Roll on Census Day'. It includes several input fields and dropdown menus: 'Term' (set to Autumn 2022), 'Surname', 'Forename', 'Preferred Surname', 'Reg' (set to All), 'YTI' (set to All), and 'Ever in Care at this school' (set to <Any>). A red arrow points to the 'Ever in Care at this school' dropdown menu. A 'Search' button is located to the right of the dropdowns.

You may find it useful to search for pupils who were Ever in Care if appropriate. This In Care indicator is only referring to pupils who have been tagged as In Care in your SIMS database. Users can of course, enter students as having been Adopted or having one of the other post care orders, even if the adoption or post care order took place long before the pupil's admission to your school.

Term: Autumn 2022 Students On-Roll on Census Day

Surname: Forename: YTI: All

Preferred Surname: Reg: All Ever in Care at this school: <Any> Search

Surname	Preferred Surname	Forename	YTI	Reg	Ever in Care
Abbas	Abbas	Latif			No
Abbott	Abbott	Jessica			No
Abhra	Abhra	Shaqub			No
Abrams	Abrams	Paul			Yes
Ackton	Ackton	Charlotte			No
Ackton	Ackton	Simon			No
Adams	Adams	Nancy			No
Adams	Adams	Sadie			No
Aditya	Aditya	Zayan			No
Ainsley	Ainsley	Charlotte			No
Akeman	Akeman	Richard			No
Akeman	Akeman	Steven			No
Alala	Alala	Candis			No

Post Looked After Arrangements Add Remove

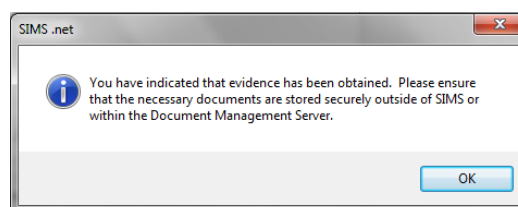
Surname	Preferred Surname	Forename	YTI	Reg	Ever in Care	Ceased to be looked after through	Evidence Obtained
Stanton	Stanton	Elsa			No	Adoption from England and Wales	<input type="checkbox"/>
Rossiter	Rossiter	Bradley			Yes	Adoption from state care outside of England and Wales	<input checked="" type="checkbox"/>
Cartwright	Cartwright	Oliver			No	Child arrangement order (CAO) from England and Wales	<input checked="" type="checkbox"/>
I Flint	Flint	Bradley			No	Residence order (RO) from England and Wales	<input checked="" type="checkbox"/>

Click on the **Add** button to place your selection of students from the top panel into the Post Looked After Arrangements panel.

You need to assign one of the following reasons, from the drop down list, to each student removed from Care

Description
Adoption from England and Wales
Adoption from state care outside of England and Wales
Special guardianship order (SGO) from England and Wales
Residence order (RO) from England and Wales
Child arrangement order (CAO) from England and Wales

Remember to verify the relevant documentary evidence and tick the Evidence Obtained box.

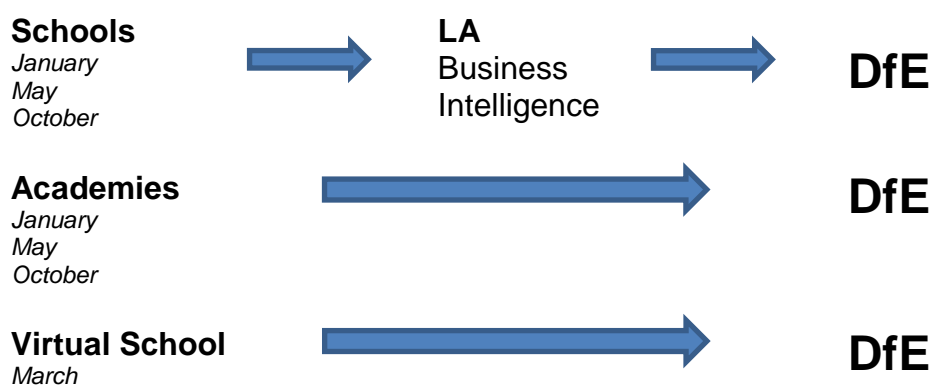


Click on the **Update** button found on the top left of your screen, to save.

This table with all your saved details will pull through as a panel into your census returns.

How does the DfE access data, necessary for determining Pupil Premium recipients?

Schools, Academies and Local Authorities' Virtual Schools, submit statutory census returns to the DfE throughout the year. It is from these submissions that the DfE acquires data from which they can determine which students will attract Pupil Premium funding.



How is Pupil Premium funding allocated?

For precise information regarding the allocation, payment amounts and payment arrangements of Pupil Premium funding, please refer to the DfE's websites below.

<https://www.gov.uk/search?q=pupil+premium>

<https://www.gov.uk/government/publications/pupil-premium/pupil-premium#pupil-eligibility-and-funding-rates-2022-to-2023>

Why should users enter Pupil Premium indicators into SIMS?

Updating Pupil Premium indicators in SIMS is **not** a statutory requirement. Pupil Premium indicators are, however, **essential** because they allow Senior Leaders and Data Managers to easily identify and analyse Pupil Premium student data, in a cohort separate from non-premium students.

OFSTED inspectors will want to easily compare attainment and attendance of Pupil Premium students to the attainment and attendance of non-Pupil Premium students.

NB: Pupil Premium indicators in SIMS should be updated annually for each new academic year.

How do schools know which students the DfE has awarded Pupil Premium funding to?

If your students have one or more of the 4 Pupil Premium attractors, described earlier, then you can assume that they will receive Pupil Premium funding and you can manually update these student's Pupil Premium indicators accordingly. Please see document, ***How to Update Pupil Premium Indicators Manually in SIMS***

Your school Bursar will receive notification from the DfE of Pupil Premium funding from a financial perspective.

In addition, the DfE produce Pupil Premium data download files which are available to schools on the **GIAP (Get information about pupils)** website. Once logged in with your DfE Secure Website, you should be able to access the **GIAP** site. Schools can now expect three DfE csv files per setting per year. These files contain additional data detailing what kind of premium a student has attracted and which academic and financial years the premium covers.

DfE current timing of Pupil Premium csv download files	
1 st csv download file	Spring 2023
2 nd csv download file	Summer 2023
3 rd csv download file	Autumn 2023

Due to the long time lapse between a school's submission of student data via the census and the availability of the DfE's csv files for import, schools would benefit from updating Pupil Premium indicators manually, as well as later importing their csv Pupil Premium files electronically. Please see document, ***How to Import Pupil Premium Indicators Electronically into SIMS***.