



Pupil Premium Policy
Issue 1, November 2016

Document Control Information			
Document Title, Issue, Date			
Pupil Premium Policy, Issue 1 – November 2016			
Review Period		Review Committee	
Annually		Govs/Trustees	
Author	Summary of changes	Issue	Date Authorised
R Righini	New plan	1	31/08/2017
Authorisation			
Approved By:	<i>Trustees</i>		
Date Approved:	<i>31/08/2017</i>		
Date of Next review:	<i>31/08/2018</i>		
Document Owner & Reviewer:	The senior manager responsible for this policy is the Assistant CEO Standards		
Equality Impact			
Statement	<p>We welcome feedback on this document and the way it operates. We are interested to know of any possible or actual adverse impact that may affect any groups in respect of any of the Equality act 2010 protected characteristics.</p> <p>The person responsible for equality impact assessment for this document is the Director of Equality and Diversity.</p>		
Screening	<p>This policy has been screened by the Equality Team and the impact has been assessed as:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Not applicable <input type="checkbox"/> Low <input type="checkbox"/> Medium <input type="checkbox"/> High 		

1. School Vision

1.1 Our aim is to provide a welcoming, caring and inclusive yet challenging environment in which children can reach their full potential. To achieve this, in partnership with families, we offer a creative curriculum to inspire children to become independent and thoughtful individuals, building strong foundations for their future part in society. The targeted and strategic use of pupil premium will support us in achieving our vision.

2. Principles

2.1 We will ensure that:

- a) teaching and learning opportunities meet the needs of all of our pupils.
- b) appropriate provision is made for pupils who belong to vulnerable groups, this includes ensuring that the needs of socially disadvantaged pupils are adequately assessed and addressed.
- c) in making provision for socially disadvantaged pupils, we recognise that not all pupils who receive free school meals (FSM) will be socially disadvantaged.
- d) we recognise that not all pupils who are socially disadvantaged are registered or qualify for FSM.
- e) our aim is to allocate the pupil premium funding to support any pupil the school has identified as being socially disadvantaged.
- f) pupil premium funding will be allocated following a needs analysis. However, we anticipate that the majority of pupils benefitting will receive FSM.

3. Provision

3.1 All our work through the pupil premium is aimed at:

- a) accelerating progress, particularly in communication, literacy and Maths.
- b) engaging children in their education through enjoyment and positive affirmation both inside and outside the school day.
- c) offering pastoral support.
- d) running daily breakfast clubs.
- e) personalised interventions, both academic and non-academic.

3.2 The range of provision we typically make for disadvantaged pupils includes:

- a) providing small group and 1:1 work in a range of discrete provisions and pathways.
- b) allocation of a dedicated Pastoral Manager in the form of behaviour or family support.
- c) access to after school clubs, holiday clubs and residential visits.
- d) opportunity to participate in extra-curricular and community activities.
- e) purchase of equipment to enhance learning experiences.

4. Identification and Tracking

4.1 Pupils are identified as vulnerable through three different means:

- a) Free School Meals (FSM): a list of pupils on FSM is generated via the MIS assessment system. This is used to ensure that all FSM pupils are considered for vulnerability.
- b) Vulnerable pupils: each Head of Site is expected to identify pupils who are vulnerable academically because of their home circumstances. These pupils are tracked termly through the

school's MIS. Heads of Site will monitor and ensure any plans are then made for additional support.

- c) Social Exclusion: The school will identify pupils at risk of social exclusion.

4.2 All pupils are tracked academically at two points in the year, in the Autumn and Summer terms.

4.3 This information is entered into the school's dashboard and enables us to produce progress reports on attainment and identification of intervention required.

5. Reporting

5.1 The Head of Site will report on the impact of pupil premium to the governing body in each Autumn term.

5.2 The school will also publish how the pupil premium grant is spent via the school's website.

6. Appeals

6.1 Any appeals against this policy will be through the Compliments & Complaints procedure.

7. Achieving Maximum Funding

7.1 In order to ensure we receive maximum funding, we will canvass all parents during the Autumn term of each year. Parents will be encouraged to register even if they do not take up the service as the school will still benefit by bringing more money to the school to help their child achieve.

7.2 We will support parents by:

- a) ensuring parents are aware that registering for FSM is confidential and that peers will not know they have applied,
- b) explaining what registering for FSM involves and what it means for their child, including the fact that taking up the meal is recommended but optional,
- c) highlighting the benefits and quality of school meals,
- d) actively supporting parents in completing their form.

7.3 The letter shown at Appendix 1 will be sent out to parents each Autumn term to encourage registration.

8. Entitlement

8.1 Free School Meals (FSM) - Spring Brook could miss out on funding to help our most disadvantaged pupils if we do not actively encourage parents to register their child as eligible for FSM before the January census date.

8.2 Looked After Children (LAC) - The pupil premium funding for the year will include those pupils recorded on the previous January School Census who were looked after immediately before being adopted on or after 30 December 2005 or were placed on a Special Guardianship (SG) or Residence Order (RO) immediately after being looked after. A child should be recorded as such where the parent or guardian of the child has informed the school that the child has been adopted from care or has left care under a Special Guardianship or Residence Order. A copy of RO/SG needs to be sent into school for the child to qualify.

- 8.3 Service Child Premium - For the purposes of these grant conditions means a pupil recorded on the previous January census who was eligible for the service child premium.

Dear Parents and Carers,

Did you know ... just registering your child for Free School Meals means that the school gets extra money?

Register now to make sure we don't miss out!

The Government is giving money to schools to help children from lower income families do their very best. This funding is called a 'pupil premium'.

For every child registered Spring Brook will get
£1300 for primary aged pupils (Reception – Year 6)
£935 for secondary aged pupils (Years 7 - 11)
£1900 for LAC pupils
£300 for Service Children

With this money we could provide small group work in a range of discrete provisions and individual pathways, provide 1-1 support, allocate a Pastoral Manager, provide access to after school clubs, holiday clubs and residential visits and purchase equipment that will enhance learning. If your child is registered for Free School Meals they would also receive healthy, high quality meals.

Please register before Christmas to make sure your child and others in their class don't miss out!

How does it work?

1. First, check if you qualify – it is not just if you are unemployed, so please contact us if you think you may be eligible.
2. Registering is really quick and easy – if you think you may qualify, please contact your Pastoral Manager who will help you to register.
3. If you want your child to have a free, healthy meal at lunchtime that's great – they will get the free meal saving you more than £350 a year and the school benefits too through additional funding.
4. If you don't want your child to have the school meals they can continue as normal – as long as you qualify and are registered, the school still gets a funding allocation.

No one will know you have registered and it will not affect any other benefits you are claiming. Please talk to us about registering your child today.

Yours sincerely,

Mel Rodgers
Head of School

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Yours sincerely,

Toni Thomason
Head of School