

## PEPs and the Pupil Premium Plus Spend

The Virtual School must receive the PEPs as shown below to keep everything within statutory timescale and to ensure the school receives the Pupil Premium Plus if applicable.

September/October 2019	January 2019	March/April 2020
<p><b>The first PEP meeting:</b></p> <p>Start a new PEP for the academic year.</p> <p>Complete the autumn term action plan.</p> <p>Add costings to the action plan.</p> <p>Return the PEP document to the Virtual School <b>within 5 days of the PEP meeting.</b></p>	<p><b>The spring review:</b></p> <p>The Designated Teacher will:</p> <p>Review the autumn term action plan</p> <p>Record the impact;</p> <p>Complete the spring term action plan Add costings to the action plan.</p> <p>Return the PEP to the Virtual School <b>by 22nd January 2020.</b></p>	<p><b>The second PEP meeting:</b></p> <p>Review the PEP, using the same document,</p> <p>Record the impact on the spring term action plan.</p> <p>Complete the summer term action plan,</p> <p>Add costings to the action plan</p> <p>Return the reviewed PEP document to the Virtual School <b>within 5 days of the PEP meeting.</b></p>