

For the attention of:
Headteacher
Designated Teacher for Looked After Children
School Business Manager

15 May 2023

Our reference: CS/EI/LIS/VS/JF

Dear Colleague

Pupil Premium Plus for Children Looked After – financial year 2023-24

I am writing to inform you of Westmorland and Furness Council's arrangements for the allocation of Pupil Premium Plus (PP+) for Children Looked After (CLA). For the financial year 2023-2024 the PP+ is £2,530 per CLA. This covers the summer term 2023, the autumn term 2023 and the spring term 2024.

Where a Westmorland and Furness Child Looked After is attending an independent special school which is named in their Education, Health and Care Plan, PP+ funding will not be allocated to the school. This decision has been made as the specialist provision provided by the school should fully meet the child's identified needs and thus support them to achieve their full academic potential.

The Virtual School will allocate the PP+ funding to schools on a termly basis, based on the educational needs identified in the child's Personal Education Plan (PEP). The PEP is statutory and is the key planning document which identifies the educational needs of the child and provides costings for planned interventions on a termly basis.

These costed interventions will be based on the school's assessment of the child's needs and the educational needs identified at the PEP meeting. The PEPs are submitted electronically, via ASSET, on a termly basis. Up to £800 is available each term. It is expected that schools will adhere to this termly expenditure. The Virtual School will retain £130 per CLA to cover any exceptional circumstances where additional funding is requested.

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To ensure the CLA in your school receive their allocation of PP+, the PEP must be completed in ASSET within five working days of the PEP meeting/reviews, and in any case by the following deadlines:

Summer term 2023: Friday 26 May 2023
Autumn term 2023: Wednesday 1 November 2023
Spring term 2024: Friday 19 January 2024

Once the PEP has been approved by the Virtual School, funding will be allocated at the end of each term. If you are not already set up to receive payments from the Virtual School, please contact VirtualSchool.BusinessSupport@westmorlandandfurness.gov.uk in order that we can send you a link to our supplier form. Without the school bank details, we are unable to allocate the funding requested.

Please note that, following LGR, we are now covering other VS roles and responsibilities; we do not, therefore, routinely attend all PEP meetings (nor do we chair the meetings) due to reduced capacity in the VS Team. We will aim to attend the first PEP meeting when children first come into care, those for CLA in Years 6 and 11 and where any complex issues need to be discussed.

The link CLA Achievement Teacher for your school can provide further advice and answer any questions you may have regarding the process.

Yours sincerely

Jane Fallon

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