

Children's Service
The London Borough of Barnet,
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To Headteachers and Chairs of Governors
of all Nursery, Primary, Secondary and
Special Schools

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fax: 0870 889 6799
date: 21 February 2008
our reference: Letter to Schools.doc
your reference:

Dear Colleague

PROVIDING GOOD QUALITY FINANCIAL INFORMATION INCLUDING COMPARATIVE
DATA FOR SCHOOLS

Provisional School Budget Allocations 2008/09

For action by 29th February 2008

I am pleased to inform you that your provisional budget allocations for 2008/9 and final allocations for 2007/8 are now ready to download. Please go to our website www.funding.barnet.lgfl.net and follow the links. You will need to select your school from the drop down list to see your own school's funding sheets. You do not have to log in to LGfL.

These provisional allocations will be firmed up in two weeks time (6th March) so if you have any queries please ensure that you contact us by **29th February** so that we have time to investigate the query and make any necessary adjustments.

Attached to this letter are notes on the final adjustments to 2007/8 and the provisional budgets for 2008/9 as well as a table showing the new information provided for schools to help them prepare their 2008/9 budget.

Please do not hesitate to contact me if you have any queries.

Yours sincerely

Carol Beckman
Schools Funding Manager

Information available to schools – February 2008

The following information is available to help schools prepare their budgets.

Item	How to access
Final Budget Shares for 2007/8 (showing Original, Mid-Year and Final allocations)	Website – 2007/8 Financial Year
Final Standards Funds for 2006/7	Website – 2007/8 Financial Year
Schedule of Statement Top Ups – Summer 07, Autumn 07, Spring 08	Sent to schools in School Bags
Provisional Budget Shares for 2008/9 (showing base budgets plus extra payments due for mergers and expansions)	Website – 2008/9 Financial Year
Provisional Standards Funds 2007/8	Website – 2008/9 Financial Year
Learning Skills Council Allocations	Awaited
Initial Statement Top-Ups 2008/9	Sent to schools in School Bags
Salary & Wage Rates for 2008/9	Website – 2008/9 Financial Year
Best value checklist and statement	Website – 2008/9 Financial Year
School Budget DP11 form	Website – 2008/9 Financial Year
Budget Preparation Guidance	Website – 2008/9 Financial Year
School Coding List	Website – 2008/9 Financial Year
Sickness & Maternity Pool scheme 2008/09	Website – 2008/9 Financial Year
Standards Funds Guidance 2008/9	Website – 2008/9 Financial Year
Traded Services to Schools 2008/9	Brochure and application form

Who to Contact

Funding allocations for 2007/8 and 2008/9– budget shares and standards funds:

Schools Funding Team

- Carol Beckman – Schools Funding Manager – carol.beckman@barnet.gov.uk – 0208 359 7636
- Sarrosh Ali – School Resources and Support Officer – Sarrosh.ali@barnet.gov.uk – 0208 359 7816

Salary and Wage Rates, Coding List, DP11, Best Value, Budget Preparation Guidance

- Schools Accountancy – schools.accountancy@barnet.gov.uk

Schedules of Statemented Pupils

- Bahir Laattoe – SEN Budget Officer – bahir.laattoe@barnet.gov.uk – 0208 359 7735

Notes on the final adjustments to 2007/8 Budget Shares and Standards Funds

The final adjustments to schools' 2007/8 Budget Shares have now been released and no further changes will be made. Most adjustments were made in November with the Mid-Year adjustments but the following additional adjustments were outstanding:

NQTs – All claims received by 1st February have now been entered and no further changes will be made. Some secondary schools have quite a large difference in their NQT funding from the mid-year allocations due to a data processing error. The data have now been corrected.

Statement Top-ups – All statement adjustments up until the end of January have now been made and there will be no further adjustments to 2007/8. Schools will receive statement schedules for each term of 2007/8 in the school bag on 27th February. Please check these and inform Bahir Laattoe within 2 days if there are any errors.

SEN Contingency – The decisions of the January panel were published on the funding website three weeks ago. The recalculated allocations are now on the website and have been included in the end of year budget shares.

Exclusions – Adjustments (both positive and negative) for all exclusions up until the end of January 2008 have now been made. Later exclusions will be dealt with in 2008/9.

Salary Safeguarding and Special Leave – Following consultation with all schools the Schools Forum agreed in January that funding for salary safeguarding would be calculated on actual expenditure and paid in the following year. Claims for adjustments to 2007/8 must be submitted by 1st March 2008. Please note that there is no funding for safeguarding linked to the transition to TLRs.

Contingencies

In January we issued an estimate of the amount schools could receive from surplus contingencies. The claims for NQTs were higher than expected and so reduced the sum available for distribution from £474,000 to £335,394, hence schools have received a lower sum than estimated.

Standards Funds - All Standards Funds which are to be devolved to schools have now been distributed.

Notes on the Provisional Budget Shares for 2008/9 and Standards Funds

Provisional budget shares are designed to give schools advance notice of the likely level of funding for the coming year and a chance to check the underlying data before the original budget shares are fixed 2 weeks later. We are asking schools to report any errors by 29th February so that corrections can be incorporated into the original budgets which will be released on 6th March.

Pupil data

The January School Census is now complete but national checking process to identify any duplicate pupils is not finished until the end of February. The pupil numbers – and also other details such as ethnicity, EAL, free school meals – are as up-to-date as we have at present, but there may be changes between now and the original budget shares.

Please note that in 2008/9 nursery schools and classes continue to be funded by place not pupil. Pupil number funding will begin in 2009/10.

Internal and External School Areas

The external area (in square metres) of all community and foundation schools has been updated and the revised figures used for the provisional budget. There are no changes to voluntary aided schools.

The internal areas of schools are also being reviewed but this is a longer process and we will continue with existing measurements for funding purposes until the review is complete.

Learning and Skills Council (LSC) funding

LSC allocations will not be available until the end of February. As the LSC funding has now been removed from the calculations of the minimum funding guarantee, we are still able to calculate budget shares for pre-16 pupils in secondary schools accurately. We have estimated LSC funding in the following way:

4 months (April-July) using the 2007/8 allocations

plus

8 months (August – March) using the 2007/8 student numbers applied to the new LSC formula (these were sent to schools in December).

We hope to have the actual allocations for all schools in time for the original budget shares due to be released on 6th March.

Statements

Statement top-ups have been estimated for all schools based on a 12 month allocation for each statemented child in school during the Spring term 2008. In setting their budgets individual schools will wish to take into account their knowledge of expected pupil movements during the year. The mid-year adjustments in the autumn will include the corrections for joiners, leavers, new and amended statements.

All schools will be sent statement schedules showing the pupils included in the provisional budgets in the school bag. Please check these and contact Bahir Laattoe with any changes by 29th February.

NQTs

Following consultation with all schools the Schools Forum agreed in January that from 2008/9 schools will be funded £3000 per year for each NQT at the school in the previous January. Thus a school with 5 NQTs eligible for funding on their January 2008 claim will receive £15,000 in 2008/9 **with no further in-year adjustments**. New NQTs who start induction from the summer term should appear on the following January's claim and the school will receive funding in 2009/10. Whilst no corrections will now be made to the 2007/8 funding, please report immediately any errors in the numbers of NQTs to be funded in 2008/9.

Contingencies

The following amounts will be held in contingency in 2008/9, with any surplus at the end of the year distributed to all schools or carried over to the following year's ISB.

- Statement top-up reserve: £350,000
- School reorganisations: £400,000
- SEN Contingency: £112,750

Contingencies are lower than previous years partly because the NQT contingency is no longer required and partly to ensure that schools have the maximum funding in their budgets from the outset whilst still providing a reserve for unforeseen events. Our aim is to distribute as much of the contingency as possible mid-year and thus avoid giving schools lump sums at the very end of the year which simply add to the level of underspend.

Additional funding for Teachers Pay Award

Following the announcement of the teachers pay award, London authorities were granted additional funding to support the higher rates in London. This is a Standards Fund and the Schools Forum agreed to distribute the money based on pupil numbers.