



## The Pupil Premium Summer Schools Programme 2014

Summer schools provide an excellent opportunity for secondary schools to help disadvantaged new pupils understand what and how they will be studying in key stage 3. It is also an opportunity for schools to help disadvantaged pupils who are behind in key areas such as literacy and numeracy to catch up with their peers.

### Application and funding

Secondary schools<sup>1</sup> can now apply for funding by completing a short [online form](#) by **30 May 2014**.

Schools will receive an email within 24 hours of submitting their application form. The email will confirm the school's provisional funding allocation based on the provisional pupil numbers provided by the school. If a school does not receive this email they should complete the '[Contact us](#)' form .

Schools will receive £250 (if running a one-week summer school) or £500 (if running a two-week summer school) for every eligible pupil who confirms they want to attend the summer school. In cases where the summer school is not organised from Monday to Friday, it is for the school to judge whether their summer school equates to a one or two week event.

Schools can invite eligible pupils from other year groups but their number of funded places will be limited to the number of eligible pupils expected to move into their year 7 in September.

Funding will be paid to schools in two instalments:

The first payment will be made at the end of June 2014 (academies and free schools will be paid in the first week of July) and will be 50 per cent of the provisional funding allocation.

The final payment will be made at the end of October 2014 (academies and free schools will be paid in the first week of November). A school's final funding allocation will be based on the information provided by the school in the September final claim form and this could be lower than the provisional estimate. Overpayments will be recovered.

If a school cancels the summer school or fails to complete the final claim form the Department will recover any funding already paid.

Independent special schools will need to invoice the Department once they have confirmed details of their final summer school offer in September and will therefore be paid in one instalment.

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<sup>1</sup> The following schools are eligible to apply: (i) Maintained schools including special schools; (ii) academies including special schools; (iii) free schools including special schools; (iv) non-maintained special schools; and (v) independent special schools.

Schools taking part in the programme can arrange their summer school event for any date between 2<sup>nd</sup> June 2014 and 1<sup>st</sup> September 2014, including before the end of the summer term/start of the school holidays.

Schools can work with other organisations and institutions to run their summer school, including those in the private/voluntary sector. The school should ensure that its staff members are involved in the summer school design and that clear mechanisms are in place to ensure that knowledge gained about the pupils who attend is relayed back to the school.

*\* For maintained schools, these are the dates the funding will be passed to the local authority.*

## Pupils eligible for summer school funding

Schools will be funded for pupils who are eligible for the pupil premium - that is pupils who:

Are registered as eligible for FSM or who have been registered at any point in the last 6 years (known as 'Ever6'); or

Have been looked after by the local authority for a day or more; or

Were previously looked after and left care through being adopted on or after 30 December 2005; under a Special Guardianship Order on or after 30 December 2005; or under a Residence Order on or after 14 October 1991; and

Who have been recorded on the January Schools Census as being in one of these categories.

Schools can use the web-based tool - [Key to Success](#) – to identify which pupils moving to their school are eligible for the pupil premium. This includes pupils eligible because of their FSM history and those eligible due to being looked after by the Local Authority or have been adopted from care. Guidance on how to use the system is available on the [Key to Success](#) website.

While the Department will not impose a specific limit on the number of existing pupils that a school can invite, schools are expected to retain a strong focus on preparing eligible new pupils for the transition to secondary school.

Schools can offer places to pupils who are not eligible for the pupil premium but these pupils **will not** be funded by the Summer Schools Programme.

A [report on the impact of summer schools](#) includes information schools may find useful when planning their summer school.