



Department
for Education

School funding reform:

**Technical Guidance for Local
Authority Formula Tool**

Local authority formula tool

Introduction

We have developed a tool for local authorities to assist them in modelling new funding formulae, together with detailed datasets for maintained schools and Academies in their area. The tool has been emailed to local authority finance contacts and is available on this website along with detailed guidance.

The purpose of the tool is to help local authorities shape their new Schools Block formulae within the new arrangements set out in the recent DfE publication “School funding reform: Next steps towards a fairer system” and simulate the effect of these arrangements on school and Academy budgets. The tool has been developed with the help of local authority representatives and other stakeholders.

The aim of this tool is to allow local authority to progress to the point where the Pro Forma could be completed. This means there is no ‘de delegation’ of funds as this should be carried out after initial allocation as outlined in paragraph 1.2.9 of the Next Steps document. If there is a demand for the tool to help with ‘de delegation’ (which again could only happen after initial budgets have been calculated) then this could be included in further releases. This version of the tool provides a percentage change for each school, but it does not attempt to make Minimum Funding Guarantee adjustments.

Further releases of the tool will be made with additional functionality in response to feedback from local authorities and final decisions on the funding system after the current consultation closes. This will include new data releases if indicator definitions are revised.

The tool has been tested in Excel 2003 and Excel 2010 on the Windows Platform and is compatible with both releases. The tool is protected so that calculation cells cannot be altered. However, the formulas can still be viewed.

The datasets are available for local authorities on an individual basis since these contain sensitive data that has not been subject to rounding or suppression and therefore must be handled and transmitted in an appropriately secure way. The Department will be using the Key to Success gateway to supply this data to local authorities. Local authorities have received information about how to access this data.

Local authorities already have access to the underlying school census, attainment and SSDA903 return data and should follow their standard procedures for sharing or transmitting any sensitive data or analysis from which it can be derived.

Please send comments and queries to Reform.SCHOOLFUNDING@education.gsi.gov.uk including “LA Tool” in the subject.

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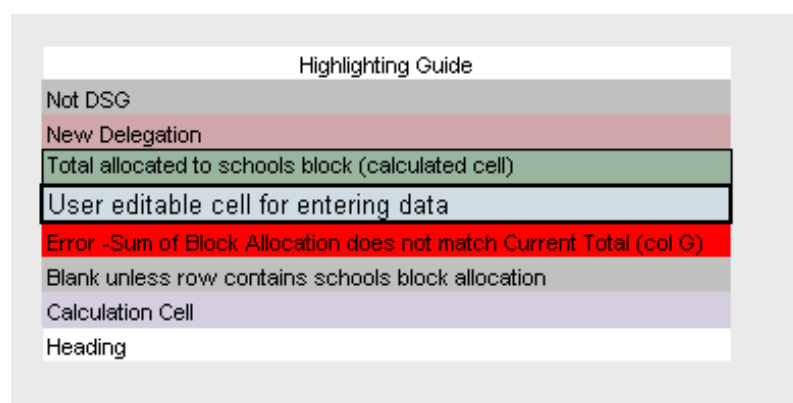
Chapter 1 - User Guide

Chapter 1 - User Guide

1.1. Introduction

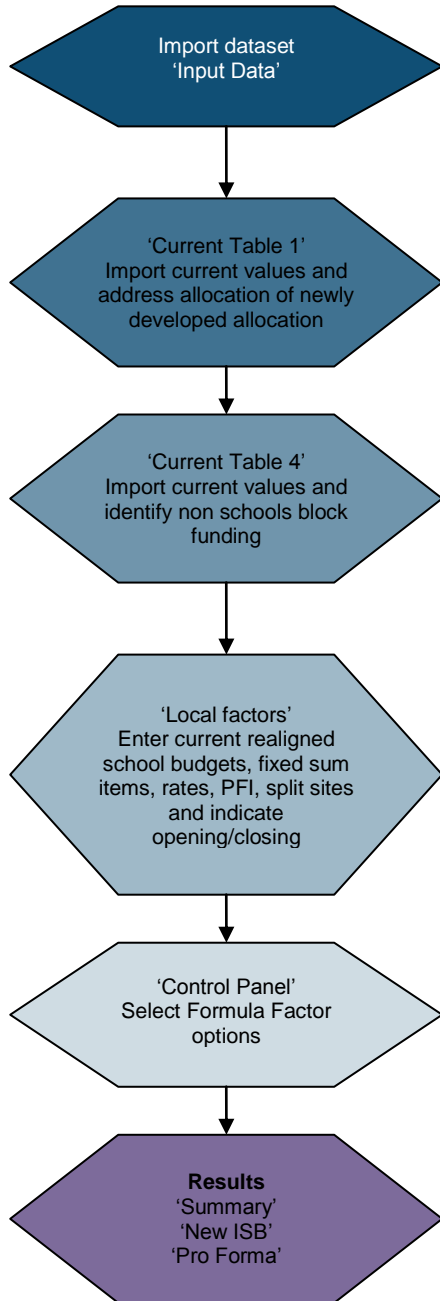
- 1.1.1. The technical guidance has two chapters; chapter 1 deals with your current budget, and provides a framework for considering how you will realign your budget; chapter 2 will help you calculate your new school budget based on your financial inputs.
- 1.1.2. The Data Specification is in chapter 3.
- 1.1.3. When you open the model, you will need to enable macros (in Excel 2007 and later this happens once the document is open)
- 1.1.4. Throughout the model, potential errors are indicated by flags and red highlighting.
- 1.1.5. The diagram below (Image 1) sets out the formatting rules that have been used throughout the model.
- 1.1.6. The cells in pale blue with thick borders are always data entry cells.

Image 1 - Highlighting Guide



1.1.7. The tool guides the user through the following stages.

Image 2 - Modelling Process



For the remainder of this document this flow diagram will be used as a reminder of which stage the instructions refer to.

The instructions that local authorities will need to follow will be shown in blue.

1.2 Input Data

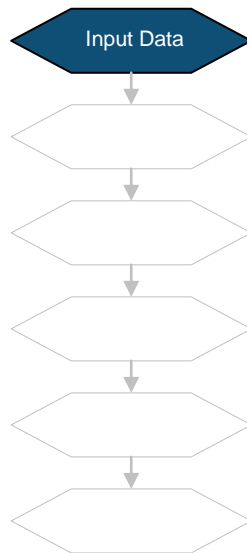


Image 3 - Input Data Worksheet

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2													
3													
4													
5	URN	School Name	Local Authority	LAESTAB	Academy Type	London Fringe	NOR	NOR Primary	NOR Secondary	NOR_KS3	NOR_KS4	FSM % PRI	FSM6 %_PR
6	8671001	School 1	999	9991001	NULL	1	224	224	0	0	0	0.10	0.15
7	8671002	School 2	999	9991002	NULL	1	395	395	0	0	0	0.17	0.25
8	8671003	School 3	999	9991003	NULL	1	671	671	0	0	0	0.39	0.58
9	8671004	School 4	999	9991004	NULL	1	663	663	0	0	0	0.39	0.58
10	8671005	School 5	999	9991005	NULL	1	727	727	0	0	0	0.18	0.28
11	8671006	School 6	999	9991006	NULL	1	433	433	0	0	0	0.35	0.52
12	8671007	School 7	999	9991007	NULL	1	528	528	0	0	0	0.47	0.70
13	8671008	School 8	999	9991008	NULL	1	967	967	0	0	0	0.44	0.65
14	8671009	School 9	999	9991009	NULL	1	936	936	0	0	0	0.39	0.65
15	8671010	School 10	999	9991010	NULL	1	992	992	0	0	0	0.43	0.65
16	8671011	School 11	999	9991011	NULL	1	290	290	0	0	0	0.35	0.52
17	8671012	School 12	999	9991012	NULL	1	618	618	0	0	0	0.36	0.53
18	8671013	School 13	999	9991013	NULL	1	505	505	0	0	0	0.32	0.48
19	8671014	School 14	999	9991014	NULL	1	981	981	0	0	0	0.03	0.04
20	8671015	School 15	999	9991015	NULL	1	708	708	0	0	0	0.28	0.41
21	8671016	School 16	999	9991016	NULL	1	840	840	0	0	0	0.12	0.18
22	8671017	School 17	999	9991017	NULL	1	908	908	0	0	0	0.11	0.17
23	8671018	School 18	999	9991018	NULL	1	357	357	0	0	0	0.49	0.74
24	8671019	School 19	999	9991019	NULL	1	441	441	0	0	0	0.16	0.24
25	8671020	School 20	999	9991020	NULL	1	78	78	0	0	0	0.16	0.24
26	8671021	School 21	999	9991021	NULL	1	924	924	0	0	0	0.06	0.08
27	8671022	School 22	999	9991022	NULL	1	206	206	0	0	0	0.24	0.37
28	8671023	School 23	999	9991023	NULL	1	306	306	0	0	0	0.18	0.28
29	8671024	School 24	999	9991024	NULL	1	740	740	0	0	0	0.09	0.13
30	8671025	School 25	999	9991025	NULL	1	123	123	0	0	0	0.48	0.72
31	8671026	School 26	999	9991026	NULL	1	9	9	0	0	0	0.18	0.27
32	8671027	School 27	999	9991027	NULL	1	174	174	0	0	0	0.20	0.29
33	8671028	School 28	999	9991028	NULL	1	919	919	0	0	0	0.21	0.31
34	8671029	School 29	999	9991029	NULL	1	758	758	0	0	0	0.20	0.31
35	8671030	School 30	999	9991030	NULL	1	72	72	0	0	0	0.01	0.02
36	8671031	School 31	999	9991031	NULL	1	720	720	0	0	0	0.04	0.05
37	8671032	School 32	999	9991032	Recoupment	1	526	526	0	0	0	0.40	0.60
38	8671033	School 33	999	9991033	NULL	1	828	828	0	0	0	0.30	0.45
39	8671034	School 34	999	9991034	NULL	1	761	761	0	0	0	0.28	0.43
40	8671035	School 35	999	9991035	NULL	1	238	238	0	0	0	0.20	0.30

1

1. Import Schools from Supplied Data Set

2. Modify data (add schools, supply additional data)
 YOU MUST ONLY ALTER SCHOOL DETAILS ON THIS SHEET. EVERY TIME THE SHEET IS CHANGED YOU MUST CLICK "UPDATE SCHOOLS"

3

Update Schools , data held in "Local Factors" will be erased

2

1.2. Input Data

1.2.1. This worksheet allows you to import the dataset we have supplied (if you are a local authority) and make any modifications before the tool is populated with your maintained and recoupment schools data.

Save the supplied data (do not change the file name) set and ensure it is closed before you proceed

1.2.2. Import your data;

1. Save the supplied dataset (do not change the file name) and ensure it is closed before you proceed
2. Click Import Schools
3. When prompted, browse to find your saved data file and click Open

1.2.3. The data will be loaded. The data must remain in the format supplied in order for the tool to function.

1.2.4. You can now make any necessary modifications. These could include:

- Adding opening schools - this does not include schools that are changing to Academy status mid year as you should plan for the whole year's funding (you will have the opportunity to enter the period for which the school should be funded later on).
- Having read the notes column on the dataset and the [data specification](#) you may wish to use local proxies for missing data items (e.g. where a school has opened since the data was produced).
- Decrease Number on Roll (NOR) where pupils are no longer funded by the schools block (i.e. [they would be allocated to a High Needs Place](#)).

1.2.5. You may wish to save a copy of the tool with your data modifications.

1.2.6. Update Model

1. Once you have made your modifications click the "Update Schools" button.
 - NOTE: If at any time you wish to make further modifications, you will need to "Update Schools" again.
 - WARNING: clicking update schools will overwrite any data you have entered in "Local Factors" so if it is necessary to revisit this at a later stage, we recommend that you take a copy of the "Local Factors" sheet so that the values can easily be retrieved.

1.3 Considering your current budget

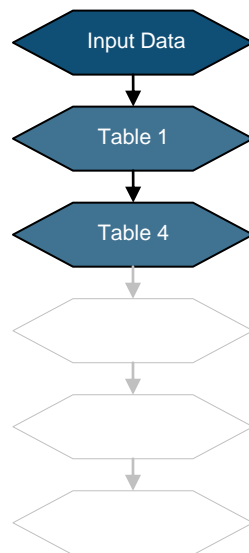


Image 4 - 12-13 LA Table Worksheet

	A	B	C	D	E	F	G	H	
1	Update Sheet	5					Current Allocation (Enter your 12-13 LA Table data)		6
	Description	Early Years	Primary	Secondary	Special	Other		New Delegation Notes	
2							Total		
3	1.0.2 - Pupil premium allocated to schools						£0.00	NOT DSG	
4	1.0.3 - Pupil premium - managed centrally						£0.00	NOT DSG	
5	1.0.4 Threshold and Performance Pay (Devolved)						£0.00		
6	1.0.5 Central expenditure on education of children under 5						£0.00		
7	1.1.1 Support for schools in financial difficulty						£0.00		
8	1.1.2 Contingencies						£0.00		
9	1.2.1 Provision for pupils with SEN (including assigned resources)						£0.00		
10	1.2.2 SEN support services						£0.00		
11	1.2.3 Support for inclusion						£0.00		
12	1.2.4 Fees for pupils with SEN at independent special schools & abroad						£0.00		
13	1.2.5 SEN transport						£0.00		
14	1.2.6 Fees to independent schools for pupils without SEN						£0.00		
15	1.2.7 Interauthority recoupment						£0.00		
16	1.2.8 Contribution to combined budgets						£0.00		
17	1.3.1 Pupil Referral Units						£0.00		
18	1.3.2 Behaviour Support Services						£0.00		
19	1.3.3 Education out of school						£0.00		
20	1.3.4 14-16 More practical learning options						£0.00		
21	1.4.1 Support to underperforming ethnic minority groups and bilingual learners						£0.00		
22	1.5.1 School meals/milk - nursery, primary and special schools						£0.00		
23	1.5.2 Free school meals eligibility						£0.00		
24	1.5.3 School kitchens repair and maintenance						£0.00		
25	1.6.1 Insurance						£0.00		
26	1.6.2 Museum and Library Services						£0.00		
27	1.6.3 School admissions						£0.00		
28	1.6.4 Licences/subscriptions						£0.00		
29	1.6.5 Miscellaneous (not more than 0.1% total of net SB)						£0.00		
30	1.6.6 Servicing of schools forums						£0.00		

Image 5 - 12-13 Table 4 Worksheet

	A	B	C	D	E	F	G
1	Update Sheet		5	Current Allocation (Enter your 12-13 Table 4 data)			
	Source	Description	Early Years	Primary	Secondary	Special	Total
2							
3	AWPU	Total Primary age-weighted funding					£0.00
4	Early Years Specific Factors	Deprivation					£0.00
5	Additional Pupil Led Funding	KS1 Alternative Funding Routes Class Based					£0.00
6							£0.00
7							£0.00
8							£0.00
9							£0.00
10	4						£0.00
11							£0.00
12							£0.00
13							£0.00
14							£0.00
15							£0.00
16							£0.00
17							£0.00
18							£0.00
19							£0.00
20							£0.00
21							£0.00
22							£0.00
23							£0.00
24							£0.00
25							£0.00
26							£0.00
27							£0.00
28							£0.00
29							£0.00
30							£0.00
31							£0.00
32							£0.00

Image 6 - 12-13 Worksheets Part 2

	A	I	J	K	L
1	Update Sheet	Mapping to New Funding Blocks (distribute Total across the new blocks)		Total Schools Block:	9 £0.00
2	Description	Early Years	High Needs	Not Delegated	Schools Block
3	1.0.2 - Pupil premium allocated to schools	7			
4	1.0.3 - Pupil premium - managed centrally				
5	1.0.4 Threshold and Performance Pay (Devolved)				
6	1.0.5 Central expenditure on education of children under 5				
7	1.1.1 Support for schools in financial difficulty				
8	1.1.2 Contingencies				
9	1.2.1 Provision for pupils with SEN (including assigned resources)				
10	1.2.2 SEN support services				
11	1.2.3 Support for inclusion				
12	1.2.4 Fees for pupils with SEN at independent special schools & abroad				
13	1.2.5 SEN transport				
14	1.2.6 Fees to independent schools for pupils without SEN				
15	1.2.7 Interauthority recoupment				
16	1.2.8 Contribution to combined budgets				
17	1.3.1 Pupil Referral Units				
18	1.3.2 Behaviour Support Services				
19	1.3.3 Education out of school				
20	1.3.4 14-16 More practical learning options				
21	1.4.1 Support to underperforming ethnic minority groups and bilingual learners				
22	1.5.1 School meals/milk - nursery, primary and special schools				
23	1.5.2 Free school meals eligibility				
24	1.5.3 School kitchens repair and maintenance				
25	1.6.1 Insurance				
26	1.6.2 Museum and Library Services				
27	1.6.3 School admissions				
28	1.6.4 Licences/subscriptions				
29	1.6.5 Miscellaneous (not more than 0.1% total of net SB)				
30	1.6.6 Servicing of schools forums				

Image 7 - 12-13 Worksheets Part 3

	A	M	N	O	P	Q	R	S	T	U	V	W	X			
1	Update Sheet	<div style="border: 1px solid black; border-radius: 50%; width: 30px; height: 30px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">8</div> Notional Allocation of Schools Block (indicate the % distribution of Schools Block funds across the factors)														
2	Description	Basic Entitlement	Deprivation	Looked After Children	Low Cost High Incidence SEN	EAL	London Fringe	Lump Sum	Split Sites	Rates	PFI	Exceptional Circumstances				
3	1.0.2 - Pupil premium allocated to schools															
4	1.0.3 - Pupil premium - managed centrally															
5	1.0.4 Threshold and Performance Pay (Devolved)															
6	1.0.5 Central expenditure on education of children under 5															
7	1.1.1 Support for schools in financial difficulty															
8	1.1.2 Contingencies															
9	1.2.1 Provision for pupils with SEN (including assigned resources)															
10	1.2.2 SEN support services				<div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">10</div>											
11	1.2.3 Support for inclusion															
12	1.2.4 Fees for pupils with SEN at independent special schools & abroad															
13	1.2.5 SEN transport															
14	1.2.6 Fees to independent schools for pupils without SEN															
15	1.2.7 Interauthority recoupment															
16	1.2.8 Contribution to combined budgets															
17	1.3.1 Pupil Referral Units															
18	1.3.2 Behaviour Support Services															
19	1.3.3 Education out of school															
20	1.3.4 14-16 More practical learning options															
21	1.4.1 Support to underperforming ethnic minority groups and bilingual learners															
22	1.5.1 School meals/milk - nursery, primary and special schools															
23	1.5.2 Free school meals eligibility															
24	1.5.3 School kitchens repair and maintenance															
25	1.6.1 Insurance															
26	1.6.2 Museum and Library Services															
27	1.6.3 School admissions															
28	1.6.4 Licences/subscriptions															
29	1.6.5 Miscellaneous (not more than 0.1% total of net SB)															
30	1.6.6 Servicing of schools forums															

1.3. Considering your current budget

1.3.1. The worksheets “12-13 LA Table” and “12-13 Table 4” are modelled on current S251 tables to provide the opportunity for you to think about how you move from your current allocations.

1.3.2. The “LA Table” worksheet lists all the items in the first section of the S251 LA Table (this was S251 table 1). Those items which form the new delegation are highlighted in pink.

4

1.3.3. The Table 4 worksheet provides a space for you to enter the lines which make up your Individual Schools Budgets (in whatever format is most appropriate to your local arrangements)

1.3.4. There are then three sections;

- Current Allocation (an exact map of your S251 entries),
- Mapping to new funding blocks,
- Notional Allocation of School Block across the new factors.

1.3.5. For both worksheets you will need to follow this process:

- NOTE: As you make changes, use the Update Sheet button to see totals and warnings

5

1. In the Current Allocation Section (columns B-F LA Table, C-F Table 4) enter the appropriate values.
2. For the LA Table use net, pre recoupment values and enter funding that is not currently split between phases in the column marked “Other”
3. For Table 4, values should include all maintained mainstream schools including those which are converting to Academy status in year. You will have an opportunity to reflect schools budget recoupment funds in the “Control Sheet”

6

4. For the LA Table, in the column marked “New Delegation Notes” enter a description of how a school’s notional share of this line could be calculated (e.g. Under 14-16 practical learning, £xx lump sum to schools or £xx per KS4 pupil)

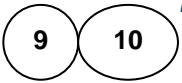
7

5. In the second section, “Mapping to new funding blocks”, (columns I-L LA Table, H-K Table 4) you need to share out the total allocation across the new blocks. If the total mapped funds do not match the current total, the cells will be highlighted in red. As you allocate funds to the schools block, the cells in section 3 will be enabled.

8

6. In the third section, “Notional Allocation of School Block”, (columns M-W LA Table, L-V Table 4) indicate how the total would be shared across the new formula factors (e.g. 20% AWPU, 20% Deprivation and 60% Low Cost High Incidence (LCHI) SEN). If 100% of the line has not

been allocated you will see “Error” at the end of the row.



7. The totals allocated to the schools block will be pulled through to the “Control Sheet” worksheet to give you a starting point for your schools block quantum. The summary worksheet shows a breakdown of the combined allocation.

- 1.3.6. Having been through this process you should now be able to (outside of the tool) derive an adjusted budget (less non-schools block funding) and a notional new delegation budget for each individual school. You will be able to enter this data in the “Local Factors” tab. You need to do this in order to have a baseline to compare with the newly derived allocation.

1.4 Local Factors

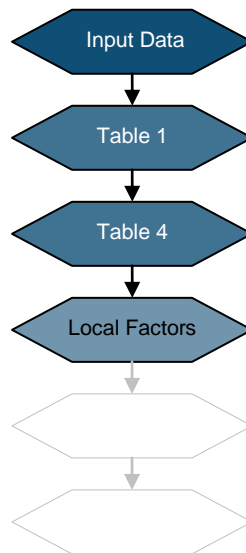


Image 8 - Local Factors

	A	B	C	D	E	F	G	H	I	J	K	L	M
	URN	School_Name	Opening / Closing	Split Site	Rates	PFI	Excep Circs 1	Excep Circs 2	Excep Circs 3	12-13 budget less High Needs, less Early years, less Sixth Form	12-13 Approximate Share of new delegation	R - y11 NOR (to use for Per Pupil budget)	Budget Per Pupil
1			11	12	13	14		15			16	17	
2	Notes:												
3	8671001	School 1	1.00										£ -
4	8671002	School 2	1.00										£ -
5	8671003	School 3	1.00										£ -
6	8671004	School 4	1.00										£ -
7	8671005	School 5	1.00										£ -
8	8671006	School 6	1.00										£ -
9	8671007	School 7	1.00										£ -
10	8671008	School 8	1.00										£ -
11	8671009	School 9	1.00										£ -
12	8671010	School 10	1.00										£ -
13	8671011	School 11	1.00										£ -
14	8671012	School 12	1.00										£ -
15	8671013	School 13	1.00										£ -
16	8671014	School 14	1.00										£ -
17	8671015	School 15	1.00										£ -
18	8671016	School 16	1.00										£ -
19	8671017	School 17	1.00										£ -
20	8671018	School 18	1.00										£ -
21	8671019	School 19	1.00										£ -
22	8671020	School 20	1.00										£ -
23	8671021	School 21	1.00										£ -
24	8671022	School 22	1.00										£ -
25	8671023	School 23	1.00										£ -
26	8671024	School 24	1.00										£ -
27	8671025	School 25	1.00										£ -
28	8671026	School 26	1.00										£ -
29	8671027	School 27	1.00										£ -
30	8671028	School 28	1.00										£ -
31	8671029	School 29	1.00										£ -
32	8671030	School 30	1.00										£ -

1.4. Local Factors

1.4.1. On this worksheet you will need to enter the local data that the model requires. You may find it useful to save the model with these values. Additionally, you may want to make a copy of this sheet in another location in case you need to return to the blank model for any reason.

1.4.2. The following outlines what should go in each column:

11

1. In row 2 (labelled 'Notes') you can record extra detail such as your methodology for allocating split site funding or your definitions for exceptional circumstances you wish to apply)

12

2. 'Opening / Closing': This should be 1 unless the school is opening or closing, in which case you should enter the proportion of the year the school will be open. For example a school that is closing in September would need to be funded from April to September, which would be 5/12 of the year. This should be expressed as a decimal.

3. The following should be entered as actual values payable which assumes that you have taken any adjustments for part year funding or London fringe uplift into account.

13

4. 'Split Site': This should be 0 unless the school has a split site (or sites) in which case, enter the actual cash you wish to allocate for split site funding.

14

5. 'Rates': Enter actual rates payable

15

6. 'Excep Circs 1/2/3': Enter any exceptional circumstances you wish to apply. See paragraphs 15 and 16 in the Operational Implications Guidance [here](#) for further information.

16

7. 12-13 budget and Approximate Share of new delegation: As outlined [here](#), enter the school's adjusted budget. For Academies use their recoupment amount.

17

8. R - Y11 NOR (to use for Per Pupil budget): Enter the NOR you used when calculating the 12-13 budget (this will differ from those supplied in the DfE dataset because they are taken from the 2012 census.

Chapter 2 - Modelling the new formula

2.1 Control Sheet

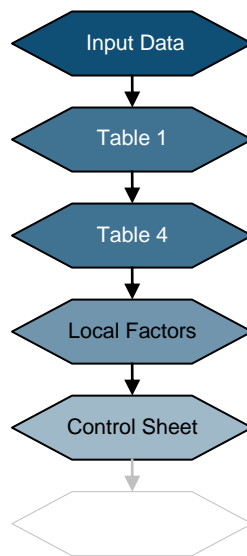


Image 9 - Control Sheet

	A	B	C	D	E	F	G	H	I	J	K	L	M	
2	Overall Budget		Total	Description										
3	Total adjusted ISB less high needs, EY, 6th		18	£0.00	Brought forward from 12-13 Table 4									Update Model
4	Total New Schools Block Delegation		19	£0.00	Brought forward from 12-13 LA Table									
5	Other Income				Include any appropriate schools budget recoupment funds not already explicitly listed									
6	Block Adjustment		20		As blocks are not ring fenced LA may wish to divert funds between blocks. DO NOT deduct newly delegated items which schools forum has agreed to return to LA as these must be included in the school budgets.									
7	Total Delegated Schools			£0.00										
8	Allocated			#DIV/0!										
10	Section	Group	Factor	Indicator	Applies to	Unit Value	Units	Total	% spend	Calculation	Value	Error Notes	Total from New ISB	
11	Basic Entitlement	1) Age Weighted Pupil Unit (AWPU)	AWPU (Primary)	NOR_Primary	NOR_Primary	£0.00	55238.0	£0.00	0.0%	Proportion			£0.00	
12			AWPU (KS3)	NOR_KS3	NOR_KS3	£0.00	13950.0	£0.00	0.0%	Proportion		ERROR: You must allocate	£0.00	
13			AWPU (KS4)	NOR_KS4	NOR_KS4	£0.00	9301.0	£0.00	0.0%	Proportion		Secondary AWPU either as a	£0.00	
14			AWPU (Secondary)	NOR_Secondary	NOR_Secondary	£0.00	23251.0	£0.00	0.0%	Proportion		single value or as KS2/3	£0.00	
15	Additional Educational Needs	2) Deprivation	Free School Meals (P)	FSM6_%_PRI	NOR_Primary	£0.00	22199.1	£0.00	0.0%	Proportion			£0.00	
16			Free School Meals (S)	FSM6_%_SEC	NOR_Secondary	£0.00	8755.2	£0.00	0.0%	Proportion	23		£0.00	
17			IDACI (P1)	IDACI_1_PRI	NOR_Primary	£0.00	5293.1	#DIV/0!	#DIV/0!	Unit Value			£0.00	
18			IDACI (P2)	IDACI_2_PRI	NOR_Primary	£0.00	5775.3	#DIV/0!	#DIV/0!	Unit Value		ERROR: IDACI Unit funding	£0.00	
19			IDACI (P3)	IDACI_3_PRI	NOR_Primary	£0.00	5893.4	#DIV/0!	#DIV/0!	Unit Value		should increase through the	£0.00	
20			IDACI (P4)	IDACI_4_PRI	NOR_Primary	£0.00	5013.1	#DIV/0!	#DIV/0!	Unit Value		bands	£0.00	
21			IDACI (P5)	IDACI_5_PRI	NOR_Primary	£0.00	5160.8	#DIV/0!	#DIV/0!	Unit Value			£0.00	
22			IDACI (S1)	IDACI_1_SEC	NOR_Secondary	£0.00	2471.0	#DIV/0!	#DIV/0!	Unit Value		26	£0.00	
23			IDACI (S2)	IDACI_2_SEC	NOR_Secondary	£0.00	2199.2	#DIV/0!	#DIV/0!	Unit Value		ERROR: IDACI Unit funding	£0.00	
24			IDACI (S3)	IDACI_3_SEC	NOR_Secondary	£0.00	2357.8	#DIV/0!	#DIV/0!	Unit Value		should increase through the	£0.00	
25			IDACI (S4)	IDACI_4_SEC	NOR_Secondary	£0.00	2576.1	#DIV/0!	#DIV/0!	Unit Value		bands	£0.00	
26			IDACI (S5)	IDACI_5_SEC	NOR_Secondary	£0.00	2430.8	#DIV/0!	#DIV/0!	Unit Value			£0.00	
27			3) Looked After Children	LAC	LAC_6_Mar11	NOR	£0.00	7.0	#DIV/0!	#DIV/0!	Unit Value		£0.00	
28			4) Low cost, high incidence SEN	Low Attainment (P)	LowAtt_%_PRI	NOR_Primary	£0.00	9477.8	#DIV/0!	#DIV/0!	Unit Value		£0.00	
29			Low Attainment (S)	Low Attainment (S)	LowAtt_%_SEC	NOR_Secondary	£0.00	3832.5	#DIV/0!	#DIV/0!	Unit Value		£0.00	
30	5) English as an Additional Language	EAL	EAL_%_2	NOR	£0.00	14553.9	#DIV/0!	#DIV/0!	Unit Value		£0.00			
31	7) Lump Sum	Lump Sum		All Schools		150.0	£0.00	#DIV/0!		Error: Lump Sum Limit Exceeds	£0.00			
32	8) Split Sites	Split Sites	Split Sites	Split Site			£0.00	#DIV/0!			£0.00			
33	9) Rates	Rates	Rates				£400.00	#DIV/0!			£400.00			
34	10) PFI funding	PFI funding	PFI				£600.00	#DIV/0!			£600.00			
35	11) Exceptional circumstances (can only be used with prior agreement of EFA)	Excep Circs	Excep Circs 1				£700.00	#DIV/0!			£700.00			
36		Excep Circs	Excep Circs 2				£800.00	#DIV/0!			£800.00			
37		Excep Circs	Excep Circs 3				£900.00	#DIV/0!			£900.00			
38	Total Allocation						#DIV/0!	#DIV/0!			Error: Over Budget	£3,400.00		
39														
40	6) London Fringe	London Fringe	6) London Fringe				£0.00	#DIV/0!				£0.00		
41														
42														

24

2.1. Control Sheet

2.1.1. At any point you can click “Update Model” to reflect your changes as you will not see changes automatically. You should always “Update Model” before exploring any outputs to ensure you are viewing refreshed values. You may need to be patient whilst Excel updates.

2.1.2. Budget Panel Instructions

18

1. The schools block funding you identified in “LA Table” and “Table 4” will be totalled in cells C3 and C4.

19

2. In cell C5 enter any schools budget recoupmnt that you have not already accounted for to ensure you have a full budget to redistribute.

20

3. In Cells C6 make any adjustments you wish to make to the schools block (i.e. redistributing across the blocks)

2.1.3. Refer to the Operational Implications Guidance for more detail on how the new factors should be used.

2.1.4. Refer to chapter 3 for more detail on how the indicators were derived.

2.1.5. For reference, the model handles:

- **Opening / Closing Schools** by multiplying the pupil numbers by the fraction indicated in the local factors worksheet which scales the pupil led factors. The lump sum is also scaled. All other factors are entered as actuals.
- **London Fringe Schools** by multiplying the pupil numbers by the fraction indicated in the dataset provided which scales the pupil led factors. The lump sum is also scaled. All other factors are entered as actuals.

2.1.6. On the main table: The Units are populated from the dataset after the application of the points above.

21

1. In the indicator column, select the indicators you wish to use (in the Blue Cells)

22

2. In the Unit Value Column, enter the lump sum you wish to apply in F31. If this exceeds the maximum allowed the row will turn red. Be aware that you may also see an error if you have fringe schools whose uplift takes their lump sum over the maximum cap.

3. Unit Value, Units, Total and percentage spend will be automatically populated as you select options in the Calculation Type and Values columns. Do not attempt to override this.

23

4. For each factor, select whether you wish to set a unit value, allocate a specific budget or apply a proportion of the total.

E.g.

Factor	Calculation Type	Value
AWPU (Primary)	Proportion	0.35
Deprivation (Free School Meals secondary)	Total Budget	£470,000
EAL	Unit Value	£1000

5. If you do not want to use a factor, leave the value blank.
6. When have set all the values, click RUN.

24

2.1.7. The London Fringe total is the total uplift on the Pupil Led Factors and the Lump sum. The uplift is included in the individual factors, so the allocation is inclusive of the uplift.

25

2.1.8. The final column, "Totals from NEW ISB" provides a calculation check, they should be the same as the "Total" column.

26

2.1.9. You will receive error messages if:

- You have over allocated.
- In either the primary or secondary IDACI bands you have set unit values that decrease as you move up the bands
- You allocate AWPU through both the Secondary *and* Key Stage 3 / 4 options.
- Your Lump Sum Value exceeds the limit (for London Fringe, this includes any individual school where the uplift takes the Lump Sum over the maximum cap)

2.1.10. Notional Deprivation / Notional SEN - As with the current system, you will need to show what proportion of a schools budget can be notionally attributed to Deprivation / SEN (although this is now LCHI SEN only).

27

1. The top rows of the sheet "New ISB" provide a space to indicate what proportion of each factor is Notional Deprivation / SEN. Once you have updated these rows, you will need to click "Update Model" to recalculate.

2.2 Results

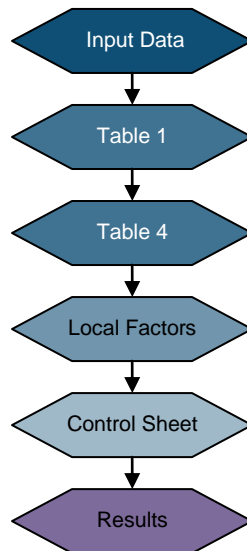


Image 10 - New ISB Part 1

	A	B	C	D	E	F	G	H	I	J	K	L
1		Notional LCHI SE										
2		Notional Depriv					100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
3		Total Allocated:	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
4	URN	School name	AWPU (Primary)	AWPU (KS3)	AWPU (KS4)	AWPU (Secondary)	Free School Meals (P)	Free School Meals (S)	IDACI (P)	IDACI (P)	IDACI (P)	IDACI (P)
5	8671001	School 1	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
6	8671002	School 2	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
7	8671003	School 3	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
8	8671004	School 4	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
9	8671005	School 5	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
10	8671006	School 6	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
11	8671007	School 7	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
12	8671008	School 8	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
13	8671009	School 9	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
14	8671010	School 10	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
15	8671011	School 11	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
16	8671012	School 12	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
17	8671013	School 13	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
18	8671014	School 14	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
19	8671015	School 15	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
20	8671016	School 16	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
21	8671017	School 17	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
22	8671018	School 18	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
23	8671019	School 19	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
24	8671020	School 20	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
25	8671021	School 21	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
26	8671022	School 22	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
27	8671023	School 23	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
28	8671024	School 24	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
29	8671025	School 25	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
30	8671026	School 26	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
31	8671027	School 27	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
32	8671028	School 28	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -

Image 11 - New ISB Part 2

A		B		AE	AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO
1		Notional LCHI SEN												
2		Notional Deprivation												
3		Total Allocated:		£0.00	£0.00	£0.00	£0.00	£0.00			£0.00			
4	URN	School name	AEN Total	school factors total	Notional Deprivation Total	Notional LCHI SEN Total	Total Allocation	Total Allocation per Pupil	% Change	6) London Fringe	Lump Sum Check	Pri Funding	Sec Funding	
5	8671001	School 1	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
6	8671002	School 2	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
7	8671003	School 3	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
8	8671004	School 4	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
9	8671005	School 5	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
10	8671006	School 6	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
11	8671007	School 7	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
12	8671008	School 8	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
13	8671009	School 9	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
14	8671010	School 10	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
15	8671011	School 11	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
16	8671012	School 12	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
17	8671013	School 13	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
18	8671014	School 14	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
19	8671015	School 15	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
20	8671016	School 16	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
21	8671017	School 17	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
22	8671018	School 18	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
23	8671019	School 19	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
24	8671020	School 20	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
25	8671021	School 21	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
26	8671022	School 22	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
27	8671023	School 23	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
28	8671024	School 24	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
29	8671025	School 25	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
30	8671026	School 26	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
31	8671027	School 27	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	
32	8671028	School 28	£ -	£ -	£ -	£ -	£ -	£ -	#DIV/0!	£ -	0	£0.00	£0.00	

29

30

2.2. Results

2.2.1. Beyond the Control Sheet are three output sheets, New ISB, Summary Data and Pro Forma.

2.2.2. As you produce versions of the model, you may wish to either:

- Save the whole workbook with a new name
- Make a copy of the results

2.2.3. If you choose to make a copy of the results we suggest:

- Use Copy > Paste Special so that you paste values and formats but not the calculations
- Copy “Control Sheet”, “New ISB”, “Summary Data”, “Pro Forma”
- You will need to rebuild the chart in Summary Data if you use this method

2.2.4. New Individual School’s Budgets

2.2.4.1. The calculation cells are grouped as:

- Pupil Led Factors (columns C to V)
- Lump Sum (column W)
- School Factors (columns X to AC)
- Totals (columns AD to AC)

2.2.4.2. In order to derive a school budget, calculations are as follows

- AWPU Factors:

$$\langle \text{Appropriate NOR} \rangle * \langle \text{Opening/ Closing Proportion} \rangle * \langle \text{London Fringe} \rangle * \langle \text{Unit Value} \rangle$$

- Other Pupil Led Factors:

$$\langle \text{Appropriate NOR} \rangle * \langle \text{Opening/ Closing Proportion} \rangle * \langle \text{London Fringe} \rangle * \langle \text{Indicator Proportion} \rangle * \langle \text{Unit Value} \rangle$$

- Lump Sum:

$$\langle \text{Opening/ Closing Proportion} \rangle * \langle \text{London Fringe} \rangle * \langle \text{Lump Sum} \rangle$$

2.2.4.3. School Factors - Look Up actual values from “Local Factors”

29

2.2.4.4. Funding per pupil is calculated as:

$$\langle \text{Total ISB} \rangle / \langle \text{NOR} \rangle * \langle \text{Opening} / \text{Closing} \rangle$$

30

2.2.4.5. Percentage Change is calculated as:

$$\frac{(\langle \text{12-13 per pupil funding} \rangle - \langle \text{New Per pupil funding} \rangle) / \langle \text{12-13 per pupil funding} \rangle}{}$$

2.2.5. Summary Data

2.2.5.1. This sheet provides some headline data including the percentage spend on AWPU or Pupil led factors and the primary secondary ratio.

2.2.5.2. The chart shows the schools' overall percentage change on the y axis. By selecting from the drop down box the x-axis can be changed to reflect the indicators (e.g. View percentage change by NOR, or by % EAL_3).

2.2.6. Pro Forma

2.2.6.1. This sheet is populated by the Control Sheet.

2.2.6.2. There are data entry cells for describing arrangements for split sites and exceptional circumstances you have applied.



Department
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