



Education
Funding
Agency

Universal infant free school meals:

Conditions of grant 2014 to 2015

May 2014

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Introduction

1. Universal infant free school meals grant (UIFSM grant) 2014 to 2015 will be paid pursuant to Section 14 of the Education Act 2002 and, in accordance with Section 16 of that Act, the Secretary of State lays down the following terms and conditions on which assistance is given in relation to the UIFSM grant payable to the local authority for the financial year beginning 1 April 2014.

Allocations

2. The grant is allocated in two parts:

Main allocation

3. For the academic year 2014 to 2015 a **provisional allocation** of UIFSM grant to schools has been calculated from the January 2014 school census on:

- the number of pupils on roll in reception, year 1 and year 2;
- minus
- the number of pupils on roll in reception, year 1 and year 2 recorded as known to be eligible for free school meals (FSM);
- equals the number of eligible pupils
- multiplied by £2.30 x 190 x 87%

This means that each school has been allocated £380.19 for each pupil in reception, year 1 and year 2 not recorded as known to be eligible for FSM on the January 2014 school census.

4. For the provisional allocation, **dual registered pupils** are counted only once at the setting at which they are main registered.

5. A **final allocation** for academic year 2014 to 2015 will be calculated in May 2015, from the October 2014 and January 2015 school censuses, using the following pupil information:

- the total number of pupils on roll in reception, year 1 and year 2 who took a meal as recorded on the October 2014 school census; plus
- the total number of pupils on roll in reception, year 1 and year 2 who took a meal as recorded on the January 2015 school census:

minus

- the total number of pupils on roll in reception, year 1 and year 2 recorded as known to be eligible for (FSM who took a meal as recorded on the October 2014 school census; plus

- the total number of pupils on roll in reception, year 1 and year 2 recorded as known to be eligible for FSM who took a meal as recorded on the January 2015 school census;

6. **The resulting total number of pupils will be divided by two** to derive an average take up figure for each school for academic year 2014 to 2015. This figure will be multiplied by £437 (ie £2.30 x 190) to arrive at the final allocation for academic year 2014 to 2015 for each school.

7. For the final allocation, **dual registered pupils** will be counted at the setting at which they take the meal on the relevant census day, even if it is their subsidiary setting.

8. Where a school does not record pupils in year groups, pupils who are recorded as aged 4, 5 or 6 on the relevant school census will be used to calculate the allocations. Pupils on the alternative provision census placed in independent schools will be included in the provisional and final allocations to local authorities.

Small schools allocation

9. In addition to the main allocation above, schools with 150 pupils on roll, or less, as recorded on the January 2014 school census will receive an allocation calculated as set out in the table below.

Total number of pupils on the January 2014 school census	Unit funding per non-FSM eligible infant pupil ¹
1-30	£210
31-60	£190
61-90	£160
91-120	£135
121-150	£100

10. Where a school's allocation is calculated below £3,000, the allocation will be uplifted to £3,000.

11. For the small schools allocation provisional allocation, **dual registered pupils** are counted only once at the setting at which they are main registered.

¹ A pupil in reception, year 1 or year 2 who was not eligible for FSM recorded on the 2014 school census or, where a school does not record pupils in year groups, a pupil who was recorded as aged 4, 5 or 6 on the January 2014 school census who was not eligible for FSM.

12. Where a school does not record pupils in year groups, pupils who are recorded as aged 4, 5 or 6 on the relevant school census will be used to calculate the allocations.

Allocations to schools

13. Local authorities must allocate to each school the amounts set out in the attached schedule of allocations. The grant cannot be held centrally by local authorities. A school may agree to use their UIFSM grant allocation to contribute to central local authority provision, but the grant must be allocated to each school to enable each school to take that decision.

14. Local authorities should not allocate UIFSM grant to academies that were open on, or by, 1 April 2014. Local authorities should allocate UIFSM grant to schools that converted to academy status after 1 April 2014.

15. Schools federated, or to be federated, under the provisions of section 24 of the Education Act 2002, during the financial year beginning 1 April 2013 are allocated grant as if they were not federated. In the case of a school which closes before 1 September 2014, the local authority should not allocate grant to the school.

16. In the case of a school which closes between 1 September 2014 and 31 August 2015, grant should be allocated for the proportion of that period that the school is open.

17. In the case of a school which opens between 1 September 2014 and 31 August 2015 and receives all the pupils from two, or more, schools which have closed, the school shall receive grant equal to the total which would be payable to those schools had they remained open, proportionate to the period of the 1 September to 31 March for which the school is open.

18. In the case of schools which are to have pupils transferred from a closing school during the period 1 September 2014 to 31 August 2015; the local authority should allocate the grant that would have been paid to the closing school, had it remained open, to the schools receiving those pupils. The amount to be allocated to each school should be agreed with the schools e not federated.

19. The grant must be made available irrespective of the existence of any deficit relating to the expenditure of the school's budget share. UIFSM grant is not part of schools' budget shares and is not part of the Individual Schools Budget. It is not to be counted for the purpose of calculating the Minimum Funding Guarantee.

Terms on which UIFSM grant is allocated to schools

20. The grant is designed to support schools in delivering the legal requirement to offer free school meals, meeting the school food standards, to all their pupils in reception,

year 1 and year 2. Subject to this legal duty being met, the grant may be spent by maintained schools for the purposes of the school; that is to say for the educational benefit of pupils registered at that school, or for the benefit of pupils registered at other maintained schools; and on community facilities, for example services whose provision furthers any charitable purpose for the benefit of pupils at the school or their families, or people who live or work in the locality in which the school is situated.

21. The grant does not have to be completely spent by schools in the financial year beginning 1 April 2014; some or all of it may be carried forward to future financial years.

Payment arrangements

22. The grant will be paid by the Secretary of State to the local authority as follows:

- **June 2014** – 7/12ths of each school's provisional main allocation plus the small school allocation, as set out in **Annex A**. Schools that were academies on 1 April 2014 will receive their UIFSM grant direct from the Education Funding Agency.
- **Spring 2015** – the final main allocation for each maintained school as at 1 April 2015 minus the amount of the main allocation paid in June 2014. Any school that converts to academy status after 1 April 2014, and by 1 April 2015, will receive the remainder of its main allocation direct from the Education Funding Agency.

23. Non-converter academies and free schools, which open after 1 April 2014, and by 31 August 2015, will receive their grant direct from the Education Funding Agency.

24. Where a school's final main allocation is less than the payment made in June 2014, the difference will be deducted from the first payment of the UIFSM grant for the 2015 to 2016 academic year.

Certification

25. Local authorities will be required to certify that they have passed on the correct amount of funding to schools or, where funding has been spent centrally, that it has been spent in line with the conditions of grant. We will issue details of this process alongside the certification arrangement for other grants paid to local authorities

Variation

26. The basis for allocation of grant may be varied by the Secretary of State from those set out above, if so requested by the local authority

Overpayments

27. Any overpayment of grant shall be repaid by the local authority to the Secretary of State.

Further information

28. That the books and other documents and records relating to the recipient's accounts shall be open to inspection by the Secretary of State and by the Comptroller and Auditor General. The Comptroller and Auditor General may, pursuant to Section 6 of the National Audit Act 1983, carry out examinations into the economy, efficiency and effectiveness with which the recipient has used its resources in discharging its grant-aided activities.

29. The local authority shall provide such further information as may be required by the Secretary of State for the purpose of determining whether it has complied with the conditions set out in this document.

Other conditions

30. If the local authority fails to comply with the conditions set out in the paragraphs above, the Secretary of State may require the repayment of the whole or any part of the grant monies paid to the local authority as may be determined by the Secretary of State and notified in writing to the local authority. Such sum as has been notified shall immediately become payable to the Secretary of State.



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