



Department
for Education

School census spring 2016

**User guide for the local authority funding
report**

January 2016

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1. Introduction

This user guide is directed at local authorities and is intended to offer support to aid understanding of how the funding reports should be interpreted and figures checked.

The data collected via the spring school census will be used in the calculation of the pupil premium and the early years' block of the dedicated schools grant (DSG) and therefore it is more important than ever that the census data for schools' are submitted promptly and accurately for all data providers. As the 2016 spring census data will be used to determine DSG allocations it is vitally important that you are content with the accuracy of your schools' returns before passing them on to the department and that they are returned by the prescribed timescales.

Data will be made available for your confirmation prior to the DSG allocations being finalised. This will be done via the reports section in COLLECT which will allow local authorities to run their own funding report from the school census COLLECT blade.

This user guide is intended to offer local authorities support to aid understanding of how the funding reports should be interpreted and figures replicated.

2. School funding reform: arrangements for 2016 to 2017

2.1 Overview

For the financial year 2016 to 2017 the DSG will be split into three main blocks of funding:

- i. Schools Block
- ii. Early Years Block
- iii. High Needs Block

Only the early years' block will be allocated based on the spring 2016 school census with the schools' block already being funded via the completed autumn 2015 census collection. We will also continue to use the spring census to calculate the pupil premium.

2.2 Dedicated schools grant allocation: early years block

The early years block of the 2016-17 dedicated schools grant allocation will be calculated based on the following pupils attending LA maintained nursery, primary, secondary and all through schools and all mainstream academies (ie excluding special academies, AP academies and AP free schools):

pupils **aged 2** at 31 December 2015 (born between 01/01/13 and 31/12/32) in **all year groups** (FTE);

plus

pupils **aged 3** at 31 December 2015 (born between 01/01/12 and 31/12/12) in **all year groups** (FTE);

plus

pupils **aged 3** at 31 August 2015, but 4 by 31 December 2015 (rising 4s) (born between 01/09/11 and 31/12/11) in **all year groups** (FTE);

plus

pupils **aged 4 and above** as at 31 August 2015 (born on or before 31/08/11) in **National Curriculum Year Group N1 and N2** at the time of the census (FTE);

less

Pupils in (i) to (iv) above flagged as being in SEN units OR resourced provision **AND** with a statement of SEN or an education health and care plan (FTE)

Please note: In 2016-17 local authorities will be funded for a specified subset of 2 year olds on a participation basis using the data from the early years census and spring census. Local authority allocations will be announced in June 2016.

The full time equivalent (FTE) number of pupils aged under 5 from the school census funded via the early years block is based on **funded hours** recorded in the census and NOT the fulltime / part time indicator. Funding for pupils aged 5 and above in N1 or N2 will be based on a headcount of all sole and dual main registrations. As in previous years, the funding will still be split between any unresolved duplicate UPNs.

The funding FTE for each pupil (before making adjustments to take account of unresolved duplicate UPNs) will be calculated as follows:

Pupils aged 2 and 3 (all year groups) – Funding FTE calculated based on funded hours (see [Annex C](#))

Pupils aged 4 (with NC Year N1 or N2) – Funding FTE calculated based on funded hours (see [Annex C](#))

Pupils aged 5 and above (with NC Year N1 or N2) – Funding FTE should be 1 for all sole and dual main pupils, zero for subsidiary

3. COLLECT funding reports

3.1 How should the local authority funding report be used?

The COLLECT funding report will contain a full breakdown of the pupil numbers from the 2016 spring school census which will be used in the calculation of the **Early Years Block element** of your DSG allocation for the financial year 2016 to 2017.

Consequently it is essential that these funding reports are **checked and verified in conjunction with local authority finance officers** in advance of the spring census database closing to amendments from schools and local authorities on **18 March 2016**. Amendments to the database will not be possible after this date and, consequently, this will be your only opportunity to contest your pupil numbers.

3.2 How often is the local authority funding report updated?

The funding reports should be updated on a daily basis and will be run taking into account the duplicates report. As with the duplicates report, the funding report will not be 'live' but on any given day will reflect the position from COLLECT as at close the previous working day.

Separate guidance for the COLLECT duplicate reports is available on the school census website.

3.3 What data will be included in the funding report?

For the 2016 spring census there will be two versions of this report available for local authorities to run:

(i) Funding report run against approved data

This version of the funding report will be run to include data from schools whose return status is 'approved' or above and will therefore reflect the data which will be used in your DSG allocation as the department will only fund based on data which has been approved by local authorities.

This differs to the duplicates report which also includes schools at the submitted status. [To note – if one school is at the submitted status on the duplicate report and one is approved, the contribution will still be split, but the contribution amount will only contribute to the funding report for the school which is approved.]

This version of the funding report can be generated by choosing the '**Funding Report – LA Level (Approved)**' from the reports section in COLLECT.

(ii) Funding report run against data all loaded data

This version of the funding report will be identical in format to the funding report run against 'approved' data but will include all loaded data from schools in your local authority. This version of the report has been introduced as previously, when only a report against approved data was available, many local authorities were being required to 'approve' their data in order to run a funding report before reverting the data back to the submitted status to carry out further work on the returns.

This version of the funding report can be generated by choosing the '**Funding Report – LA Level (Loaded)**' from the reports section in COLLECT.

Due to the volatility of the data at the loaded and submitted stage, please do not contact the department with queries regarding discrepancies in the data contained in your funding report until the returns are at the 'approved' stage.

3.4 Content and layout of the funding report

The layout of the local authority funding report is contained in [Annex A](#).

[Annex B](#) contains an explanation of how the figures which feed into each box on the funding report are derived.

3.5 Queries with the funding report

If you have any queries specifically related to the use of school census data for school funding (eg DSG, pupil premium and COLLECT funding reports) which are not covered by the information in the associated user guides then please contact the department using a [service request form](#)

Annex A: Collect funding report template

Dedicated Schools Grant LA Funding Report – Early Years Block

Pupils from 2016 Spring School Census

Please note: In 2016-17 local authorities will be funded for a specified subset of 2 year olds on a participation basis using the data from the early years census and spring census. Local authority allocations will be announced in June 2016.

SETTING:	LA Maintained	LA Maintained	LA Maintained	LA Maintained	Mainstream	Total
	Nursery (1)	Primary	All through	Secondary	Academies (inc Free Schools, Studio Schools and UTCs) (2)	
PUPILS (3)(4):						
a. pupils aged 2 at 31st December 2015 (born between 01/01/13 and 31/12/13) in all year groups (FTE)	0.00	0.00	0.00	0.00	0.00	0.00
b. pupils aged 3 at 31st December 2015 (born between 01/01/12 and 31/12/12) in all year groups (FTE)	0.00	0.00	0.00	0.00	0.00	0.00
c. pupils aged 3 at 31 August 2015, but 4 by 31 December 2015 (rising 4s) (born between 01/09/11 and 31/12/11) in all year groups (FTE)	0.00	0.00	0.00	0.00	0.00	0.00
d. pupils age4 and above as at 31 August 2015 (born on or before 31/08/11) in National Curriculum Year Group N1 and N2 at the time of the census (FTE)	0.00	0.00	0.00	0.00	0.00	0.00
e. Pupils in a to c above flagged as being in SEN units OR Resourced Provision AND with a statement of SEN or ECHP (FTE)	0.00	0.00	0.00	0.00	0.00	0.00
Total (sum of rows a to d less e)	0.00	0.00	0.00	0.00	0.00	0.00

[= a + b + c + d - e]

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Notes:

- Maintained nursery figures also include direct grant nursery schools.
- The mainstream academies column includes mainstream academies of all types (both recoupment and non-recoupment) as well as mainstream Free Schools, Studio Schools and UTCs. Does not include Special Academies, Alternative Provision Academies or Alternative Provision Free Schools as pupils attending those establishments will be funded via the High Needs Block of the Dedicated Schools Grant.
- The Full Time Equivalent (FTE) number of pupils aged under 5 from the School Census funded via the Early Years Block is based on funded hours recorded in the census and NOT the full time / part time indicator. Funding for pupils aged 5 and above in N1 or N2 will be based on a headcount of all sole (C) and dual main (M) registrations (including F and O registrations).
- Funding for unresolved duplicate UPNs will be split between all 'C', 'M', 'F' and 'O' enrolments for that UPN.

Annex B: COLLECT funding report calculations

This report should contain the aggregated totals for the following schools from the spring school census within the local authority (split into the following columns):

LA Maintained Nursery: all schools in COLLECT with phase equal 'NS' (excluding those with DfE as agent);

LA Maintained Primary: all schools in COLLECT with phase equal 'PS' and 'MP' (excluding those with DfE as agent);

LA Maintained All Through: all schools in COLLECT with phase equal 'AT' (excluding those with DfE as agent)

LA Maintained Secondary: all schools in COLLECT with phase equal 'SS' and 'MS' (excluding those with DfE as agent);

Mainstream Academies (including free schools, UTCs and studio schools): includes mainstream academies of all types (both recoupment and non-recoupment) as well as mainstream free schools, studio schools and UTCs. Does not include special academies, alternative provision (AP) academies or AP free schools as pupils attending those establishments will be funded via the High Needs Block of the dedicated schools grant (DSG)

Pupil calculations as follows: where DOB, enrol status or national curriculum year group are missing, do not include.

a. Sum of the contribution amount for pupils where:

(DOB is between 01.01.13 and 31.12.13) **and** (EnrolStatus = C, M, F, O and S)

[DOB covers pupils aged 2]

b. Sum of the contribution amount for pupils where:

(DOB is between 01.01.12 and 31.12.12) **and** (EnrolStatus = C, M, F, O and S)

[DOB covers pupils aged 3]

c. Sum of the contribution amount for pupils where:

(DOB is between 01.09.11 and 31.12.11) **and** (EnrolStatus = C, M, F, O and S)

[DOB covers pupils aged 3 but 4 by 31 Dec]

d. Sum of the contribution amount for pupils where:

(DOB is on or before 31.08.11) **and** (EnrolStatus = C, M, F, O and S) **and**
(NCYearActual = N1 or N2)

[DOB covers pupils aged 4 and above in N1 or N2]

e. Sum of the contribution amount for pupils where:

(DOB is between 01.01.13 and 31.12.13) **and** (EnrolStatus = C, M, F, O and S) **and**
(SEN Unit Indicator = TRUE (1) or Resourced Provision Indicator = TRUE (1)) **and**
(SEN Provision = S or E)

+

(DOB is between 01.01.12 and 31.12.12) **and** (EnrolStatus = C, M, F, O and S) **and**
(SEN Unit Indicator = TRUE (1) or Resourced Provision Indicator = TRUE (1)) **and**
(SEN Provision = S or E)

+

(DOB is between 01.09.11 and 31.12.11) **and** (EnrolStatus = C, M, F, O and S) **and**
(SEN Unit Indicator = TRUE (1) or Resourced Provision Indicator = TRUE (1)) **and**
(SEN Provision = S or E)

+

(DOB is between 01.09.10 to 31.08.11) **and** (EnrolStatus = C, M, F, O and S) **and**
(NCYearActual = N1 or N2) **and** (SEN Unit Indicator = TRUE (1) or Resourced
Provision Indicator = TRUE (1)) **and** (SEN Provision = S or E)

+

(DOB is before 01.09.10) **and** (EnrolStatus = C, M, F and O) **and** (NCYearActual =
N1 or N2) **and** (SEN Unit Indicator = TRUE (1) or Resourced Provision Indicator =
TRUE (1)) **and** (SEN Provision = S or E)

[Covers pupils in a to c above flagged as being in SEN units OR Resourced
Provision AND with a statement of SEN or an education health care plan]

The Total (FTE) row is calculated as follows:

Row a + Row b + Row c + Row d – Row e

The last cell in the Total FTE row should be the sum of the row and not the sum of the column.

Annex C: calculation of the contribution amount for 2, 3 and 4 year olds:

The potential for the free entitlement to be spread across more than one establishment means that we are now required to look at all registrations for a particular UPN and cap the funded hours for each registration by following the rules below:

For the purpose of this report:

- 2 year olds = pupils born between 01.01.13 and 31.12.13 inclusive
- 3 year olds (including rising 3's) = pupils born between 01.09.11 and 31.12.12 inclusive in all NC years
- 4 year olds = pupils born between 01.09.10 to 31.08.11 in NC Year N1 or N2 only

Key:

UPN = Unique Pupil Number <UPN>

Relative free entitlement = 15 hours for 2 and 3 year olds and 25 hours for 4 year olds;

Funded Hours = Hours contained in </FundedHours>field on COLLECT for a particular registration.

Solely registered = </EnrolStatus> of 'C'

Main registration = </EnrolStatus> of 'M'

Subsidiary registration = </EnrolStatus> of 'S'

Remaining hours = Relative free entitlement less the funding allocated to the main registration

Find all registrations associated with a particular UPN (this will be done by looking across the school census blade for any registrations associated with a particular);

The table below describes valid and invalid combinations of Enrolment Status codes.

Enrol Status		Pupil 1				
		C	M	S	F	O
Pupil 2	C	x	x	x	x	x
	M	x	x	✓	x	x
	S	x	✓	x	x	x
	F	x	x	x	x	x
	O	x	x	x	x	x

* Enrolment status of 'F' and 'O' are only relevant for pupils from pupil referral units

Where an **invalid** combination of enrolment status are found:

The contribution amount for funding purposes should be split equally among 'C', 'M', 'F' or 'O' enrolment statuses only (enrolment statuses of 'F' or 'O' are only applicable to pupils in PRUs).

FTE for funding purposes = $1 \div$ (number of pupils with the same UPN with enrolment status of 'C', 'M', 'F' or 'O').

Where a **valid** combination of enrolment status are found:

If the 'funded hours' for the main registration (or sole, 'F' or 'O' registration where UPN only has one registration) **are greater than or equal to** the relative free entitlement then the funding for this registration will be capped at the relative free entitlement and any subsidiary registrations for this UPN will be allocated no funding.

If the 'funded hours' for the main registration (or sole, 'F' or 'O' registration where UPN only has one registration) **are less** than the relative free entitlement then the funding for this registration will equal the 'funded hours'. The remaining funding available (ie the relative free entitlement less the funding allocated to the main registration) will be split between any subsidiary registrations following the rules below:

If the sum of the 'funded hours' for all subsidiary registrations **are less than or equal to** the remaining hours (ie the relative free entitlement less the funding allocated to the main registration) then the funding allocated to each of the subsidiaries will equal their 'funded hours';

If the sum of the 'funded hours' for all subsidiary registrations **are greater than** the remaining hours (ie the relative free entitlement less the funding allocated to the main registration) then the funding allocated to each of the subsidiaries will be split according to their contribution to the overall total 'funded hours' for all subsidiaries;

For pupils aged **4 only**, if the sum of the total 'funded hours' across all registrations associated with a particular UPN are at least 21 hours but less than 25 hours (ie **21 hours \leq funded hours < 25 hours**) then the total funding allocated to this UPN's main registration (or sole, 'F' or 'O' registration where UPN only has one registration) should be increased such that the total funding across all registrations equals **25 hours (ie total contribution amount = 1 FTE)**.

For all registrations the contribution for funding purposes to be included in the funding report will be calculated as the funding allocated to the registration divided by 25 hours to give a full time equivalent figure (FTE).

In order to aid understanding of how the above rules should be applied, below are a series of worked examples for solely registered pupils, those who are for dually registered pupils and those pupils with more than one subsidiary registration.

Examples

Solely registered pupils

Example 1: solely registered 3 year old with 'funded hours' of 15 hours

A 3 year old pupil is solely registered (ie </EnrolStatus> = 'C') and has 'funded hours' at this registration of 15 hours (ie </FundedHours> = 15)

As the free entitlement for 3 year olds is 15 hours and the 'funded hours' for this pupil's sole registration is 15 hours then this registration will receive funding for the entire free entitlement (ie 15 hours).

The contribution amount for funding purposes for this registration will therefore be:

$$15/25 = 0.6 \text{ FTE}$$

Example 2: solely registered 2 year old with 'funded hours' of 17 hours

A 2 year old pupil is solely registered (ie </EnrolStatus> = 'C') and has 'funded hours' at this registration of 17 hours (ie </FundedHours> = 17)

As the funding available for 2 year olds is 15 hours and the 'funded hours' for this pupil's sole registration is 17 hours (which exceeds the free entitlement) then the funding for this registration will be capped at the available funding (ie 15 hours).

The contribution amount for funding purposes for this registration will therefore be:

$$15/25 = 0.6 \text{ FTE}$$

Example 3: solely registered 4 year old with 'funded hours' of 20 hours

A 4 year old pupil is solely registered (ie </EnrolStatus> = 'C') and has 'funded hours' at this registration of 15 hours (ie </FundedHours> = 20)

As the funding available for 4 year olds is 25 hours and the 'funded hours' for this pupil's sole registration is 20 hours (which is less than the funding available) then this registration will receive funding for the all of their funded hours (ie 20 hours).

The contribution amount for funding purposes for this registration will therefore be:

$$20/25 = 0.8 \text{ FTE}$$

Example 4: solely registered 4 year old with ‘funded hours’ of 22 hours

A 4 year old pupil is solely registered (ie </EnrolStatus> = ‘C’) and has ‘funded hours’ at this registration of 22 hours (ie </FundedHours> = 22)

As the funding available for 4 year olds is 25 hours and the ‘funded hours’ for this pupil’s sole registration is 22 hours (which is less than the funding available but greater than or equal to 21 hours) then this registration will receive 25 hours of funding.

The contribution amount for funding purposes for this registration will therefore be:

$$25/25 = 1 \text{ FTE}$$

Dually registered pupils

Example 5: dually registered 2 year old with ‘funded hours’ of 15 hours at main registration and 2.5 hours at subsidiary registration

A 2 year old pupil is dually registered with ‘funded hours’ of 15 hours at main registration (ie </EnrolStatus> = ‘M’ and </FundedHours> = 15) and ‘funded hours’ of 2.5 hours at subsidiary registration (ie </EnrolStatus> = ‘S’ and </FundedHours> = 2.5)

As the funding available for 2 year olds is 15 hours and the ‘funded hours’ for this pupil’s main registration is 15 hours then all the funding for this pupil will go to the main registration with zero going to subsidiary registration

	Main registration	Subsidiary registration	Total
‘Funded Hours’	15	2.5	15
Funding	15	0	12.5
Contribution amount for funding purposes (funding / 25)	0.6 FTE	0.00 FTE	0.5 FTE

Example 6: dually registered 4 year old with ‘funded hours’ of 15 hours at main registration and 15 hours at subsidiary registration

A 4 year old pupil is dually registered with ‘funded hours’ of 15 hours at main registration (ie </EnrolStatus> = ‘M’ and </FundedHours> = 15) and ‘funded hours’ of 15 hours at subsidiary registration (ie </EnrolStatus> = ‘S’ and </FundedHours> = 15)

As the funding available for 4 year olds is 25 hours and the ‘funded hours’ for this pupil’s main registration is 15 hours then the main registration will receive funding for all of its ‘funded hours’ (ie 15 hours). The remaining 10 hours of funding available (ie 25 hours less 15 hours allocated to main registration) will go to the subsidiary registration.

	Main registration	Subsidiary registration	Total
‘Funded Hours’	15	15	30
Funding	15	10	25
Contribution amount for funding purposes (funding / 25)	0.60 FTE	0.40 FTE	1.00 FTE

Example 7: dually registered 4 year old with ‘funded hours’ of 15 hours at main registration and 5 hours at subsidiary registration

A 4 year old pupil is dually registered with ‘funded hours’ of 15 hours at main registration (ie </EnrolStatus> = ‘M’ and </FundedHours> = 15) and ‘funded hours’ of 5 hours at subsidiary registration (ie </EnrolStatus> = ‘S’ and </FundedHours> = 5)

As the funding available for 4 year olds is 25 hours and the ‘funded hours’ for this pupil’s main registration is 15 hours then the main registration will receive funding for all of its ‘funded hours’ (ie 15 hours). As the ‘funded hours’ at the subsidiary registration is less than the remaining 10 hours of available funding (ie 25 hours less 15 hours allocated to main registration) then the subsidiary registration will receive funding for all of its ‘funded hours’ (ie 5 hours).

	Main registration	Subsidiary registration	Total
‘Funded Hours’	15	5	20
Funding	15	5	20
Contribution amount for funding purposes (funding / 25)	0.60 FTE	0.20 FTE	0.80 FTE

Example 8: dually registered 4 year old with ‘funded hours’ of 21 hours at main registration and 3 hours at subsidiary registration

A 4 year old pupil is dually registered with ‘funded hours’ of 21 hours at main registration (ie </EnrolStatus> = ‘M’ and </FundedHours> = 21) and ‘funded hours’ of 3 hours at subsidiary registration (ie </EnrolStatus> = ‘S’ and </FundedHours> = 3)

As the total ‘funded hours’ across all registrations for this UPN is 24 hours which is greater than or equal to 21 hours but less than 25 hours then the funding allocated to the main registration will be increased to make the total contribution amount equal 1.

Hence total funding for main registration equals 25 hours less funding allocated to all subsidiary registrations.

	Main registration	Subsidiary registration	Total
‘Funded Hours’	21	3	24
Funding	22	3	25
Contribution amount for funding purposes (funding / 25)	0.88 FTE	0.12 FTE	1.00 FTE

Pupils with two subsidiary registrations

Example 9: A 4 year old pupil has ‘funded hours’ of 12.5 hours at main registration with 5 hours at one subsidiary registration and another 2.5 hours at another subsidiary registration

A 4 year old pupil has ‘funded hours’ of 12.5 hours at main registration (ie </EnrolStatus> = ‘M’ and </FundedHours> = 12.5) with ‘funded hours’ of 5 hours at one subsidiary registration (ie </EnrolStatus> = ‘S’ and </FundedHours> = 5) and ‘funded hours’ of 2.5 hours at another subsidiary registration (ie </EnrolStatus> = ‘S’ and </FundedHours> = 2.5)

As the funding available for 4 year olds is 25 hours and the ‘funded hours’ for this pupil’s main registration is 12.5 hours then the main registration will receive funding for all of its ‘funded hours’ (ie 12.5 hours). As the total ‘funded hours’ across the two subsidiary registrations (ie 5 hours + 2.5 hours = 7.5 hours) is less than the remaining 12.5 hours of available funding (ie 25 hours less 12.5 hours allocated to main registration) then the two subsidiary registrations will receive funding for all their ‘funded hours’.

	Main registration	Subsidiary registration 1	Subsidiary registration 2	Total
'Funded Hours'	12.5	5	2.5	20
Funding	12.5	5	2.5	20
Contribution amount for funding purposes (funding / 25)	0.50 FTE	0.20 FTE	0.10 FTE	0.80 FTE

Example 10: A 3 year old pupil has 'funded hours' of 10 hours at main registration with 5 hours at one subsidiary registration and another 3 hours at another subsidiary registration

A 3 year old pupil has 'funded hours' of 10 hours at main registration (ie </EnrolStatus> = 'M' and </FundedHours> = 10) with 'funded hours' of 5 hours at one subsidiary registration (ie </EnrolStatus> = 'S' and </FundedHours> = 5) and 'funded hours' of 3 hours at another subsidiary registration (ie </EnrolStatus> = 'S' and </FundedHours> = 3)

As the free entitlement for 3 year olds is 15 hours and the 'funded hours' for this pupil's main registration is 10 hours then the main registration will receive funding for all of its 'funded hours' (ie 10 hours). The remaining 5 hours of free entitlement (ie 15 hours free entitlement less 10 hours allocated to main registration) will be split between the subsidiary registrations.

As the total 'funded hours' across the two subsidiary registrations (ie 5 hours + 3 hours = 8 hours) is greater than the remaining 5 hours of free entitlement then this will be split using the following ratios:

Subsidiary 1:

$$\frac{\text{'funded hours' at sub 1}}{(\text{'funded hours' at sub 1} + \text{'funded hours' at sub 2})}$$

$$= 5 / (5 + 3) = 5/8 = 0.625$$

Subsidiary 2:

$$\frac{\text{'funded hours' at sub 2}}{(\text{'funded hours' at sub 1} + \text{'funded hours' at sub 2})}$$

$$= 3 / (5 + 3) = 3/8 = 0.375$$

Hence the remaining 5 hours of funding will be allocated by multiplying the remaining funding by the respective ratios (ie 5 * 0.625 = 3.125 for sub 1 and 5 * 0.375 = 1.875 for sub 2).

	Main registration	Subsidiary registration 1	Subsidiary registration 2	Total
'Funded Hours'	10	5	3	18
Funding	10	3.125	1.875	15
Contribution amount for funding purposes (funding / 25)	0.40 FTE	0.125 FTE	0.075 FTE	0.6 FTE

Example 11: a 4 year old pupil has 'funded hours' of 25 hours at main registration with 5 hours at one subsidiary registration and another 2.5 hours at another subsidiary registration

A 4 year old pupil has 'funded hours' of 25 hours at main registration (ie </EnrolStatus> = 'M' and </FundedHours> = 25) with 'funded hours' of 5 hours at one subsidiary registration (ie </EnrolStatus> = 'S' and </FundedHours> = 5) and 'funded hours' of 2.5 hours at another subsidiary registration (ie </EnrolStatus> = 'S' and </FundedHours> = 2.5)

As the funding available for 4 year olds is 25 hours and the 'funded hours' for this pupil's main registration is 25 hours then the main registration will receive all the funding for this pupil with both subsidiaries receiving no funding.

	Main registration	Subsidiary registration 1	Subsidiary registration 2	Total
'Funded Hours'	25	5	2.5	32.5
Funding	25	0	0	25
Contribution amount for funding purposes (funding / 25)	1.00 FTE	0.00 FTE	0.00 FTE	1.00 FTE

Example 12: a 4 year old pupil has 'funded hours' of 18 hours at main registration with 2 hours at one subsidiary registration and another 3 hours at another subsidiary registration

A 4 year old pupil has 'funded hours' of 18 hours at main registration (ie </EnrolStatus> = 'M' and </FundedHours> = 18) with 'funded hours' of 2 hours at one subsidiary registration (ie </EnrolStatus> = 'S' and </FundedHours> = 2) and 'funded hours' of 3 hours at another subsidiary registration (ie </EnrolStatus> = 'S' and </FundedHours> = 3)

As the funding available for 4 year olds is 25 hours and the total 'funded hours' across all registrations for this UPN is 23 hours (which is less than the funding available but greater than or equal to 21 hours) then the funding allocated to the main registration will be increased to make the total contribution amount equal 1 FTE.

Hence as the total 'funded hours' for the 2 subsidiary registrations is 5 hours (2 hours + 3 hours) then the total funded hours for the main registration will be 20 hours (25 hours – 5 hours).

	Main registration	Subsidiary registration 1	Subsidiary registration 2	Total
'Funded Hours'	18	2	3	23
Funding	20	2	3	25
Contribution amount for funding purposes (funding / 12.5)	0.80 FTE	0.08 FTE	0.12 FTE	1.00 FTE



Department
for Education

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