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If you would like to give feedback or add recipients to this distribution list please contact us at efa.bulletin@efa.education.gov.uk. Please tell us the name, email address, organisation, type of organisation and role of any new recipients.

All statutory guidance and legislation linked from this site reflects the current legal position unless indicated otherwise, but it may not reflect current government policy.

Please click here to see copies of the Skills Funding Agency’s updates
As we enter a new academic year I wanted to write to share with you some highlights about areas of the EFA’s work where we are seeking to develop and improve our service. Like all our customers, we are facing a busy and challenging time, with a number of new policies to implement and programmes to deliver in addition to our usual funding and allocations cycle.

Reforms to simplify funding from 2013/14 will affect all our customers, and we will be providing more information and holding events to explain the changes later this term. The changes affect every aspect of pre-and post-16 funding, including the way we will calculate academy funding. We will be writing to academies later this / next week to explain more about this.

We are delighted that we now have well over 2,000 academies that we fund and support. This number has increased rapidly and we are revising the way we handle enquiries from academies. Most of these changes will be behind the scenes and should not affect you – except that we hope you notice an improvement in service.

In post-16, an important development is the new Youth Contract. Delivery begins this week across England of this new programme to re-engage in education or training 16/17 year olds who are not in education, employment or training and have no GCSEs at Grade C or above.

And this term sees a significant gathering of pace of capital programmes – including a project to carry out property data surveys in schools and sixth form colleges across England and the first tranche of the Priority School Building Programme.

Further details on all these developments will come out through the autumn. With so much on the horizon, we are constantly looking for ways to improve our service to you, and I would like to thank all of you who took part in July’s customer survey. We have listened to your comments, and have already taken steps to improve some areas of our service to you.

We have made some changes to our content on the Department for Education website to hopefully make it easier to find the important information that you need. You can access our key sections by visiting www.education.gov.uk/efa. We plan further changes but hope this is a useful start.

From the next edition, we are splitting this e-bulletin into two alerts. One is aimed specifically at our academies customers – including information for those academies with a sixth form. The other will be focused on post-16 funding and focus on our service to colleges, schools, independent providers and local authorities. All articles will still be visible on the website and you can subscribe to both versions if you wish.

I wish you well for the term ahead, and look forward to working with you.

Peter Lauener, Chief Executive Officer, Education Funding Agency
Information for everyone

Article 2 – Property Data Survey Programme surveys begin

The main phase of surveys of the nationwide Property Data Survey Programme (PDSP) will begin this month.

The PDSP will provide a high-level picture of the condition for the entire education estate to inform future capital allocations.

The Education Funding Agency is managing the programme, which is due for completion by October 2013.

We have appointed three organisations - Capita Symonds, Davis Langdon and EC Harris - to carry out the surveys on our behalf. They will be contacting academies, schools and colleges over the coming weeks and months to arrange the surveys.

PDSP started in April 2012 with a pilot and validation phase. This phase focused on surveying maintained schools whose data had previously been submitted by local authorities.

You can find further details about the PDSP on our website.

Back up

Information for everyone

Article 3 – Preparing for Raising the Participation Age

Raising the Participation Age (RPA) is coming into effect from summer 2013 and we want to ensure that everyone is prepared.

From summer 2013, young people will be required to continue in education or training until at least the end of the academic year in which they turn 17 (the end of Year 12 or equivalent). This means young people starting Year 11 this September will be the first to be affected. From 2015, young people will be required to continue until their 18th birthday.

This does not necessarily mean staying in school. Young people will be able to choose how they participate post-16, which could be through:

- full time education and training with schools/academies, colleges, local authorities and commercial and charitable providers (formerly known as IPPs);
- an Apprenticeship;
- full time employment or volunteering with part-time education or training alongside.

From summer 2013 all learning providers, including academies, will be required to inform their local authority if a young person has dropped out of learning.

This is to ensure that the young person can be contacted swiftly and offered support to help them re-engage in education or training.
You may wish to contact your LA to discuss the most effective way of meeting this duty.

You might also want to think about how you can support the young people in your institution to meet their duty under RPA. This could be through high-quality impartial careers advice and guidance to help young people choose the post-16 route that is best for them, and by promoting good attendance among your post-16 students.

For more information about RPA please visit our website. Alternatively, you can email any queries to raisingtheparticipationage.mailbox@education.gsi.gov.uk.

Information and action for academies

Article 4 - Academies Capital Maintenance Fund 2012-13: round 2

We have opened a second application round for the Academies Capital Maintenance Fund 2012-13.

It is open to ALL academies open by 28 September 2012 – not just those which have converted since March.

This is to ensure that funds are targeted to deal with the most urgent building condition issues.

Academies will be eligible to submit ONE bid of up to £250,000 to the fund in order to replace or repair:

- windows
- roofs
- fire protection systems
- boilers / heating systems
- or to address emergency asbestos work

All projects must be completed by 31 March 2013. This is due to the constraints on the available funding.

We estimate that we will allocate approximately £40 million to projects through this round.

You must apply online. The system will be opened for registration and submission of bids from Monday 10 September 2012.

This will allow you time to work up your project in more detail - for example, to secure quotes or complete an options appraisal – prior to submitting your application.

You can find further guidance on the website. This includes a screen shot of the online application form and a Frequently Asked Questions document.

The closing date for applications is Friday 28 September 2012.
Action for academies

Article 5 - Whole of Government Accounts Return

The window for returning WGA returns to us is now open. These returns are (as applicable to the academy):

- The 2011-12 WGA return (large or small academy version) due by 28 September (Academies open by 31 March 2012 and did not prepare August 2011 statutory accounts.)
- The counterparty balance statement due by 28 September (Large Academies with annualised income greater than £4m open by 31 March 2012 and prepared August 2011 statutory accounts.)
- The LGPS FRS17 valuation statement due by 31 October (Academies open by 31 March 2012 and not preparing a WGA return or Academies preparing WGA return but could not include the LGPS valuation in the WGA return due to the information not available by 28 September.)
- The 2012/13 budget forecast due by 28 September (Academies open by 31 May 2012.)

We are requesting academies send us their returns via email to Academieswga.EFA@education.gsi.gov.uk. We have produced a guidance document which is now available on our website to guide you through this process.

Your completed returns should be sent to us before 28 September 2012 or for academies submitting a separate LGPS FRS17 return by 31 October. 28 September is the closing date for submission of complete returns to qualify for grant payable as appropriate to your academy.

Please ensure you use the return the versions of the WGA documents that are on the website now (updated 20 August) as previous versions cannot be accepted.

Further information on WGA and all of the returns and associated documents can be found on the WGA section of our website. If you have any queries please email academyquestions@efa.education.gov.uk. We cannot offer general advice on accountancy and financial reporting or on how to use the academy’s financial systems to produce the return.

Back up

Information for academies

Article 6 - Academies Accounts Direction and WGA Seminars

To follow up our July programme of eleven seminars that have now concluded, we are currently holding a second round of events to support academies.

These one day seminars are geared up to cover the recently published 2011-12 Academies Accounts Direction, academy budgets and the revised financial assurance regime for 2012/13. They will also support problem solving on WGA returns with academies invited to bring along questions and issues for us to help resolve. The
seminars still open for registration are taking place at the following locations:

- Cambridge - 11 September
- London - 14 September
- Newcastle - 18 September

To book onto a seminar please visit our booking site and type the password WGA2012 when requested. If you would like to send us your issues before your seminar then please send these to academyquestions@efa.education.gov.uk saying in your email which seminars you have booked onto and we will try to give an answer on the day. Alternatively give us your written questions on arrival at your chosen event.

**Seminars for academies' auditors and professional financial advisors**

We are also currently holding events for academies' auditors and professional financial advisors. These are available for advisors who are working with academies. The seminars are to brief auditors and professional advisors on the WGA returns, the recently published 2011-12 Academies Accounts Direction, academy budgets and the revised financial assurance regime for 2012/13.

The seminars still open for registration are taking place at the following locations:

- Cambridge - 10 September
- Bristol - 14 September
- Newcastle - 17 September

Auditors and financial advisors can book onto a seminar by visiting our booking site and type the password PSWGA2012 when requested.

Please forward this information directly to your auditors and financial advisors. Auditors and financial advisors can send questions to us in advance of the seminar they wish to attend at academyquestions@efa.education.gov.uk, stating in their email which seminar they have booked onto and we will try to give an answer on the day. Alternatively auditors and financial advisors can give us their written questions on arrival at their chosen event.

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**Information for academies**

**Article 7 - New arrangements for school exclusion**

New regulations and statutory guidance on school exclusion came into effect on 1 September 2012. For the first time, these apply directly to academies, including Free Schools (with the exception of 16-19 academies), as opposed to being a requirement of the funding agreement.

The new arrangements introduce a system for parents to challenge permanent exclusions through independent review panels (IRPs).

IRPs have different powers to the previous independent appeal panels and will be able to:

- uphold the decision to permanently exclude a pupil;
• recommend that the governing body reconsider its decision; or
• direct the governing body to reconsider its decision.

Academy trusts will be responsible for arranging IRPs made up of trained panel members. They will also need to appoint a special educational needs (SEN) expert to advise the panels, where requested by parents.

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Information for academies

Article 8 – Pupil premium payments

We will pay academies the second quarterly payment of the Pupil Premium Grant for the financial year 2012-13 in September.

We will use the published illustrative allocation as the basis for calculating the payment, in the same way we did for quarter one (April - June). This is because the final allocation using the January 2012 census return is not yet published.

As soon as we get the new published information, we will adjust subsequent quarterly payments as necessary, taking into account funding already paid.

The exception is academies with predecessor schools which opened after April but before the start of this autumn term. If you are in this situation, you should either have received, or be in the process of receiving, 5/12ths of your Pupil Premium allocation from your local authority.

Further information on the [Pupil Premium for 2012-13](#) can be found on our website.

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Information for academies

Article 9 – Payment schedules for academic year 12/13 funding

Academies’ payment schedules for the academic year 12/13 funding will be loaded onto your [Information Management Portal (IMP)](#) account on Monday 10 September. Further details on how to use IMP are provided in the [IMP User Guide](#).

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Information for academies

Article 10 – Budget forecast return for newly opened academies

All academies that opened between 1 April 2012 and 31 August 2012 are required to submit their completed 2012/13 budget forecast return.

This includes a budget outturn for 2011/12 and budget forecast for 2012/13. You should email your submission to [academieswga.EFA@education.gsi.gov.uk](mailto:academieswga.EFA@education.gsi.gov.uk) by 28 September.
2012, or six weeks after receiving your final funding letter, whichever is later.

You can download the Academy budget forecast academic year 2012-13 and find further information about our financial assurance requirements from our website.

If you are having problems submitting the completed returns, please contact us at: academyquestions@efa.education.gov.uk

Information for academies

Article 11 – Sponsorship arrangements for migrant teachers

Academies employing migrant teachers from outside the European Economic Area are required by the UK Border Agency (UKBA) to ensure appropriate sponsorship arrangements are in place for the duration of the individual’s employment.

Most academies who employ non-EEA workers, currently act as a sponsor in their own right. Some have previously asked the Department for Education to undertake this role on their behalf.

Please note that from 26 November 2012, when the Department’s current UKBA sponsorship licence expires, we will no longer act as the sponsor on behalf of any academies.

If you wish to employ new migrant teachers, you will need to apply to the UKBA to become a sponsor yourself.

In addition, academies employing migrant teachers currently sponsored by the Department, who wish to continue to employ them after November, will need to have become their sponsor before the Department’s licence expires.

You need to act now to ensure sponsorship arrangements are in place for 26 November. Once you have made your application would you please copy details of your application number to dave.fiddler@education.gsi.gov.uk and jennifer.singlewood@education.gsi.gov.uk.

Information on becoming a sponsor can be found on the UKBA website.

Please note the Department’s current subsidy for the costs of UKBA certificates of sponsorship in respect of school staff is ending. From April 2013 the Department will stop paying the relevant UKBA fees on behalf of academies, maintained schools and local authorities.

Information for everyone

Article 12 - In case you missed them: items from the summer

During July and August we sent out four editions of the EFA e-bulletin. You can see them all on our website. Some of the key items are as follows:
Articles about 16-19 provision

- Information about post-16 funding reform
- Applications open for zero-funded contracts
- Local authority 16-19 education & training funding guidance
- Internship programme for young people with special needs
- Sixth-form colleges’ internal audit
- DSG High Needs Block and High Needs Student numbers
- Support for sixth-form colleges in significant failure
- Future of residential schemes
- Residential Bursary Fund end of 2011/12 MI return
- Care to Learn - consultation replies published
- 16-19 Bursary Fund - advice for young people
- Dance and Drama Awards in 2013/14

Articles about academies

- Whole of Government Accounts update
- Academies Accounts Direction published
- Financial assurance surgeries
- LACSEG reform consultation
- Academy insurance 2012/13
- Reclaiming VAT on pre-opening academy and Free School costs
- Multi-academy trusts and the Local Government Pension Scheme
- Procedure for dealing with complaints about academies

Back up