Welcome to issue 6 of our e-bulletin.

Contents – click on any of the links to go to the article:

Articles for everyone

Article 1 - School Funding Reform
Article 2 - EFA customer survey
Article 3 - School Capacity Collection 2012
Article 4 - Care to Learn summer 2012 retainers
Article 5 - 16-19 Bursary Fund payments and MI returns
Article 12 - Provider Data and MI Reports

Articles for 16-19 providers

Article 2 - EFA customer survey
Article 4 - Care to Learn summer 2012 retainers
Article 5 - 16-19 Bursary Fund payments and MI returns
Article 6 - Funding Guidance 2012/13
Article 7 - Sixth Form Colleges internal audit

Articles for academies

Article 2 - EFA customer survey
Article 4 - Care to Learn summer 2012 retainers
Article 5 - 16-19 Bursary Fund payments and MI returns
Article 8 - School Funding Reform for academies
Article 9 - Whole of Government Accounts
Article 10 - School Capacity Collection 2012 for academies
Article 11 - Academies Capital Maintenance Fund 2012-13

If you would like to give feedback, please contact us at efa.bulletin@efa.education.gov.uk. To add recipients to the distribution list, please send their name, email address, organisation, organisation type and role.

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
Information for all - including local authorities, school and academies

Article 1 – School Funding Reform

In March the Department for Education issued School Funding Reform: Next Steps towards a fairer system. This document set out important changes to the way schools and academies will be funded from 2013-14, including the introduction of new basis for funding high needs pupils.

On 28 June, the Department for Education (DfE) issued a further document entitled School Funding Reform: Arrangement for 2013-14 that builds on the March publication and provides the final detail on school funding arrangements for 2013-14.

A Written Ministerial Statement, containing headlines from the document, is published on the DfE website along with associated resources including the March and June documents and operational guidance for local authorities.

Action for all EFA customers - including local authorities, 16-19 providers, academies and capital contractors

Article 2 – EFA customer survey

The EFA is carrying out a brief online customer survey to understand more about what you - our customers - want from the EFA. How do you rate the service we provide? Are our communications timely, relevant and easy to follow? Can you access the information you need on our website and do you know how to contact us?

The survey should take no more than 10 minutes to complete, and responses are completely anonymous. We will use the feedback received to improve our service and communication for customers.

Please follow this link https://www.surveymonkey.com/s/GTHMDGX to complete the survey by Friday 27 July.

Action for local authorities. Information for schools.

Article 3 – School Capacity Collection 2012

From 1 April 2012, responsibility for the annual School Capacity Collection (SCAP) transferred to the EFA. The regulations that govern the SCAP survey require local authorities to provide data and information on the number of available school places in all state-funded primary and secondary schools (except special schools). Local authorities are also required to provide pupil forecasts which are collected for each year group in schools and additional district level forecasts for non-unitary authorities. This year we are asking local authorities to also provide us with admissions numbers that apply to each year group and to provide us with data disaggregated by planning areas, which have been
agreed with us in advance, to help us have greater visibility of place pressures within local authority areas/districts.

The survey went live on Monday 25 June and local authorities have until 10 August to complete their returns. All local authorities have been provided with guidance on the data that is being collected this year. Early returns would be welcomed. If you have any queries about the 2012 survey, please contact Anne Giles by email at SCAP.2012@education.gsi.gov.uk.

Information for 16-19 providers and academies with sixth forms

Article 4 - Care to Learn summer 2012 retainers

Make sure that your Care to Learn students who will be returning to learning in 2012/13 don’t miss out on help with childcare costs over the summer holiday period by encouraging them to apply early.

Young parents who are on a course in 2011/12 that continues in the 2012/13 academic year are likely to need to keep their childcare place open over the summer holiday period if they wish to use the same childcare provider in the 2012/13 academic year when they return to learning. The Care to Learn scheme can pay a summer retainer to the childcare provider for this purpose. Young parents need to apply for a summer retainer separately. We encourage young parents to complete and send in their summer retainer form before the start of the summer holidays so that they can get an early decision about whether they are eligible for payments.

Young parents can request a summer retainer form by calling the Learner Support Service helpline on 0800 121 8989. Application forms for the Care to Learn scheme 2012/13 academic year are also now available to order.

Please note: applications for a summer retainer must be made by 1 September 2012. Any summer retainer applications received by the Learner Support Service after 1 September 2012 will not be paid.

If a young parent received Care to Learn in 2011/12 and will turn 20 before the start of their 2012/13 course, they will only be eligible for a summer retainer if they are continuing on the same course at the same level in 2012/13.

Information for local authorities, 16-19 providers and academies with sixth forms

Article 5 - 16-19 Bursary Fund payments and MI returns

In 2012/13, the 16-19 Bursary Fund allocation will be paid to providers as follows:

- Two-thirds will be paid in August 2012
- The remaining one-third will be paid in April 2013

In 2012/13, the EFA will continue to guarantee to make extra payments to any provider
who has more students in the defined vulnerable groups than they can afford to pay full bursaries from their total allocation. To achieve this, the EFA will hold a small contingency fund and in October 2012 providers will be asked to report the actual number of vulnerable students that have enrolled who have been identified as being eligible for a vulnerable student bursary. From the data submitted in the October 2012 in-year MI return we will allocate additional funding to providers whose total allocation did not meet the cost of awards to vulnerable students. As in 2011/12, the expectation is that we will also be able to ensure that providers have a proportion of their allocation available for discretionary bursaries. It is therefore very important that providers submit their return by the end of October 2012.

Where the in-year MI return highlights that a provider requires additional funding, two-thirds of the additional monies will be paid in January 2013, with the remaining one-third being paid alongside the scheduled payment in April 2013. We do not plan to release any additional funding earlier than January 2013, other than where there are exceptional circumstances e.g. new providers.

Full details, including a table summarising when payments will be made in 2012/13, is given in the note linked to below.

Back up

Information for local authorities, 16-19 providers and academies with sixth forms

Article 6 – Funding Guidance 2012/13

The EFA 2012/13 Funding Guidance for young people is now available on the DfE website:
www.education.gov.uk/childrenandyoungpeople/youngpeople/studentsupport/funding/a00209794/fundingguidance2012to13

The document EFA Funding Regulations 2012/13 is now available from this page and the rest of the guidance documents are expected to be published according to the individual document timetable set out on the page.

All the previous YPLA Funding Guidance 2011/12 documents remain available at:
www.education.gov.uk/childrenandyoungpeople/youngpeople/studentsupport/funding/b00203354/efa-funding

Back up

Information for Sixth Form Colleges

Article 7 – Sixth Form Colleges internal audit

At the Sixth Form College Forum (SFCF) Conference last week Lord Hill, the Parliamentary Under Secretary of State for Schools, announced – with effect from 1 August 2012 - the removal of the requirements for Sixth Form Colleges (SFCs) to appoint a separate internal auditor and to submit an annual internal audit report and an annual self-assessment of financial management and control environment to the EFA.
The announcement followed a consultation with SFCs via the SFCF website which supported the proposed changes. The SFCF will now work with EFA to produce guidance for SFCs on how they can review their assurance arrangements to ensure that the current high standards of probity and internal control are maintained in the SFC sector.

### Information for academies

#### Article 8 – School Funding Reform for academies

In March the Department for Education issued *School Funding Reform: Next Steps towards a fairer system*. This document set out important changes to the way schools and academies will be funded from 2013-14, including the introduction of new basis for funding high needs pupils.

On 28 June, the Department for Education (DfE) issued a further document entitled *School Funding Reform: Arrangement for 2013-14* that builds on the March publication and provides the final detail on school funding arrangements for 2013-14.

A Written Ministerial Statement, containing headlines from the document, is published on the DfE website along with associated resources.

The EFA has written to all open academies and Free Schools providing more details about this announcement, and will be rolling out an engagement programme to help academies and Free Schools understand the implications of the funding reform over the coming months.

Any immediate queries relating to the announcement should be addressed to reformteam.funding@education.gsi.gov.uk

### Information for academies

#### Article 9 – Whole of Government Accounts

We have written to academies to instruct them of the requirement to produce returns in preparation for WGA. We would like to remind academies to email us their land and property valuation statement by 5 July 2012, so that the EFA’s valuers can begin their very large programme of work. The land and property valuation statement and any related documents should be returned to academieswga.efa@education.gsi.gov.uk. Academies should submit as electronic copies all relevant information requested as this will improve the service the valuers will provide. Academies do **not** need to procure their own valuation.

All other WGA returns are required later this summer. We will let academies know in due course how to submit the other WGA returns. We have developed a suite of materials to support academies with the WGA requirement and these are available on the DfE website. We advise academies to read the guidance note for all academies first to understand what they are required to do. We have added versions of the Word and Excel documents based on earlier versions of these applications as some academies cannot access Office 2010.
We have arranged a series of workshops to support academies through this process. These workshops are aimed and Finance and Business Managers/colleagues, and will be focused on the completion of the documents required. Locations include:

- 2 July - Manchester
- 3 July - York
- 5 July - Coventry
- 6 July - Leicester
- 9 July - Exeter
- 10 July - Bristol
- 12 July - London
- 13 July - Watford
- 17 July - Woking
- 18 July – Cambridgeshire
- 20 July - Newcastle

To book onto one of these events please visit our registration page and enter the code WGA2012.

If academies have any queries regarding WGA please contact academyquestions@efa.education.gov.uk.

Information for academies

Article 10 – School Capacity Collection 2012 for academies

From 1 April 2012, responsibility for the annual School Capacity Collection (SCAP) transferred to the EFA. The regulations that govern the SCAP survey require local authorities to provide data and information on the number of available school places in all state-funded primary and secondary schools (except special schools). Local authorities are also required to provide pupil forecasts which are collected for each year group in schools and additional district level forecasts for non-unitary authorities. This year we are asking local authorities to also provide us with admissions numbers that apply to each year group and to provide us with data disaggregated by planning areas, which have been agreed with us in advance, to help us have greater visibility of place pressures within local authority areas/districts.

Local authorities have been asked to provide capacity and admission number data for all state maintained schools within their area by 10 August and may therefore be contacting academies, Free Schools and UTCs to ensure the data that they hold for these schools is correct. To enable local authorities to complete their SCAP returns and provide accurate information for academies and Free Schools within their area, we ask that you assist your local authority in this matter.
Information for academies

Article 11 – Academies Capital Maintenance Fund 2012-13

From 1 April 2012, responsibility for the annual School Capacity Collection (SCAP) transferred to the EFA. The regulations that govern the SCAP survey require local authorities to provide data and information on the number of available school places in all state-funded primary and secondary schools (except special schools). Local authorities are also required to provide pupil forecasts which are collected for each year group in schools and additional district level forecasts for non-unitary authorities. This year we are asking local authorities to also provide us with admissions numbers that apply to each year group and to provide us with data disaggregated by planning areas, which have been agreed with us in advance, to help us have greater visibility of place pressures within local authority areas/districts.

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Back up

Information for everyone

Article 12 – Provider Data and MI Reports

Providers and local authorities (LAs) can now access the latest set of 16-19 data and MI reports on the Information Management (IM) portal.

We have identified an error with the FE QSR data used in the data & MI reports. We are reproducing all FE QSR pivot tables and FE PDF reports with the corrected data. The erroneous reports will be deleted and the corrected versions re-uploaded to the IM Portal w/c 2 July 2012. The reports will be shown as ‘Version 5.1’ to indicate that this is a different report from the initial version ‘Version 5.0’.

We sincerely apologise for any inconvenience that this may cause.

Back up