



7 April 2020

INFORMATION NOTE ON THE ARRANGEMENTS FOR CONTINUITY OF EDUCATION ALLOWANCE (CEA) FOR SUMMER TERM 2020

1. The social distancing measures put in place by the Government are vital in the fight against the Coronavirus. We are acutely aware of the stresses that these measures have placed on Service personnel (SP) and their families, particularly where schools have been closed. In the case of SP in receipt of Continuity of Education Allowance (CEA)¹, there may be additional uncertainty about CEA for the coming summer term, should schools remain closed.
2. We have been contacted by a number of schools who have notified us of their plans to reduce fees charged to parents for the summer term, while there is no boarding provision. We are, however, acutely aware that not all schools have, as yet, indicated if there will be changes to their fees. In these circumstances we have concluded the most equitable way forward for the summer term is for SP to declare any school fee reductions advised by the school to the MOD. We will then identify a mechanism to facilitate the repayment of any unused element of CEA², but **only** when the reduced school fees are below the appropriate allowance maximum.
3. If the reduced fee is still above the appropriate CEA maximum, there will be no recoveries. Where, however, the reduced fee is below the appropriate CEA maximum, the amount to be recovered will be calculated on an individual basis. Worked examples are at the Annex.
4. SP should pay the school fees for Summer Term as presented to them whether they have been reduced or not, however, they will be required to declare any refunds once the situation with their child's school becomes clear. The process for SP to notify MOD of refunds/recoveries will be provided in due course via a Directed Letter from the Armed Forces Remuneration Team. There is no action for SP to take until this Directed letter is issued and no recoveries will take place before 1 Aug 20. Appropriate Audit and Assurance will, of course be undertaken.
5. We expect boarding schools to consider the fees charged to SP in light of the current lack of boarding provision. We intend to pass this message to schools through the Boarding Schools Association to ensure SP are not disadvantaged and to ensure CEA is being spent appropriately. If any CEA claimants become aware that they are not being offered discounts by their child's school that are being afforded to other non-service parents, they are to inform DCYP³ as soon as they become aware.
6. Lastly, I know that this is a difficult time for all SP and families. Please stay safe and keep following Government advice.

¹ This includes those in receipt of CEA (Day), Special Educational Needs Additon (SENA)(NSI) and Day School Allowance (North Wales) (DSA(NW)) where applicable. This does not apply to clamants of SENA(SP) who are not required to take any action.

² This will take into account the 10% Parental Contribution.

³ DCYP-CEAS-Enquiries@mod.gov.uk

