



Ministry
of Defence

Ministry of Defence
Main Building
Whitehall
London
SW1A 2HB

Ref: FOI2017/05485

Reply to: [REDACTED]

30 May 2017

Dear [REDACTED],

Thank you for your email of 31 March 2017 requesting the following information:

"I would like copies of the final policy documents providing formal guidance and direction in respect of SDSR-related improvements to the governance of CEA."

I am treating your correspondence as a request for information under the Freedom of Information Act 2000 (FOI Act).

The Ministry of Defence (MOD) holds information relating to your request. The data is presented in the Annexes to this letter.

The documents are:

- DIB 2010DIB/95 (16 Dec 10) – Continuity of Education Allowances: Changes to Regulations and Governance.
- DIN 2011DIN01-195 (Oct 11) – The Introduction of the Continuity of Education Allowance (CEA) Governance Team (CEAGT).
- DIB 2011DIB06 (13 Oct 11) – Review of Continuity of Education Allowances.
- DIN 2012DIN01-242 (Dec 12) – Continuity of Education Allowance (CEA) – Change in Policy to allow claimants to withdraw from CEA without financial penalty.
- DIN 2013DIN01-145 (Jul 13) – Continuity of Education Allowance (CEA) – Re-write of CEA Regulations.

In accordance with the Data Protection Act and our obligations in relation to the protection of confidentiality when handling personal data, Exemption 40(1) has been used and the information which has been redacted from the attachments are names, telephone numbers and E-Mail addresses.

If you are not satisfied with this response or you wish to complain about any aspect of the handling of your request, then you should contact me in the first instance. If informal resolution is not possible and you are still dissatisfied then you may apply for an independent internal review by contacting the Information Rights Compliance Team, Ground Floor, Zone D, MOD Main Building, Whitehall, SW1A 2HB (e-mail CIO-FOI-IR@mod.uk). Please note that any request for an internal review must be made within 40 working days of the date on which the attempt to reach informal resolution has come to an end.

If you remain dissatisfied following an internal review, you may take your complaint to the Information Commissioner under the provisions of Section 50 of the FOI Act. Please note that the Information Commissioner will not investigate your case until the MOD internal review process has been completed. Further details of the role and powers of the Information Commissioner can be found on the Commissioner's website, <http://www.ico.org.uk>.

Yours sincerely,

Defence People Secretariat FOI



MINISTRY OF DEFENCE

Defence Internal Brief

SERIAL: 2010DIB/95

DATE: 16 December 2010

ISSUE: Continuity of Education Allowances: Changes to Regulations and Governance

AUDIENCE: All Service Personnel

TIMING: Routine

ACTION: To be briefed for Information Only

KEY POINTS:

- **Minister for the Armed Forces, Nick Harvey, today announced changes to the regulations that govern eligibility for Continuity of Education Allowances (CEA)¹. These changes become effective from 1 April 2011. This announcement is made ahead of the overall allowances savings announcement as it is deemed appropriate to provide longer notice of the changes to CEA regulations.**
- **Although changes to CEA are announced today, as part of the Strategic Defence and Security Review, the Department is reviewing the broad range of allowances paid to Service personnel. Work is ongoing to fully define the package of changes and further announcements on changes to Armed Forces allowances are expected in the New Year.**
- **Under the changes announced today CEA rates have not been cut, however changes to eligibility rules and the governance of claims for the allowance will reduce spend. Claimants will retain the current levels of CEA support providing all eligibility criteria are met under the new rules.**
- **The aim of CEA is to assist Service personnel to achieve continuity of education for their child(ren). It is designed to support family mobility when maintaining a stable family home in one location is not possible because of frequent assignments to different areas (both at home and overseas). However, where SP choose to serve unaccompanied, or where consecutive assignments occur within the same area, there is no requirement to support family mobility with CEA.**
- **CEA rules will be amended in 4 main areas;**
 - **the link between Involuntarily Separated Status (INVOLSEP) and CEA,**

¹ Encompasses CEA (Boarding), CEA (Special Educational Needs Addition) (SENA), CEA (Day), CEA (SENA(Day)) and CEA (Guardians).

- the "Sibling Rule",
 - aggregation of claims,
 - the number of assignments which trigger a formal review.
- A dedicated CEA team will be established under the Services Personnel and Veterans Agency (SPVA) to ensure probity and compliance with the CEA regulations.
 - In addition to these measures, the Secretary of State has directed that a review of CEA should be conducted given the current climate and the need to be clear that this expenditure is fully justified. Results of this review will be announced early in 2011.

DETAIL:

Background

1. In his Strategic Defence and Security Review (SDSR) statement, the Prime Minister announced that there would be cuts in Service and Civil Service allowances amounting to some £300M per year. For the Armed Forces, this represents circa £250M per year from an allowance spend of approximately £880M per year. About £80M of this reduction will be achieved as a result of reductions in numbers of personnel and measures to reduce the number of movements which generate claims. The remainder of the savings will come from changes in rules and rates across all relevant allowances.
2. The aim of CEA is to assist Service personnel to achieve continuity of education for their child(ren) that would otherwise be denied in the maintained day school sector if their child(ren) accompanied them on frequent assignments both at home and overseas;

Continuity of Education Allowances Measures

- A team will be established under the SPVA to ensure probity and compliance with the CEA regulations, in conjunction with existing single-Service compliance teams.
- The link between Involuntarily Separated Status (INVOLSEP) and automatic eligibility to CEA for permanent assignments will be removed. This will mean that CEA claimants posted to MOD London, and certain designated positions within JFHQ (PJHQ) will no longer be eligible to claim CEA whilst serving unaccompanied.²
- The claiming of CEA without accompanied service on the basis of historic RN regulations for previously designated seagoing billets will also cease. This will mean that, in future, Naval Service personnel permanently

² A central list of authorised unaccompanied posts, which will qualify the incumbent for CEA without the requirement for family mobility for the duration of the appointment will be held by DCDS-Pers P&M. Additions to this list will require Hd P&M authorisation.

assigned to a previously designated seagoing billet who are ineligible for the transitional arrangements described below will be required to demonstrate their commitment to family mobility and accompanied service by moving their family home to the Base Port in order to retain continued entitlement to CEA, provided that all other eligibility criteria are met.

- Transitional arrangements have been agreed for existing CEA claimants serving unaccompanied whilst on permanent assignment to MOD London, designated positions within JFHQ (PJHQ) and Sea Service billets in Ships and Submarines, to retain the INVOLSEP concession for continued CEA eligibility until the end of their current assignment. Extant rules will then apply for subsequent appointments, therefore for the purpose of the assignment after serving INVOLSEP it will be assumed that a family move has occurred, even if the SP returns to a longstanding family home. Service personnel in possession of a permanent Assignment Order dated prior to this announcement and with a latest arrival date of prior to 1 Sep 11 to either MOD London, designated positions within JFHQ (PJHQ) and Sea Service billets in Ships and Submarines, and who intend to initially claim or to continue to claim CEA on the basis of the INVOLSEP provision, will be included in these transitional arrangements.
- The "Sibling Rule" will be removed from the CEA regulations. This will mean that in future, all children will be required to demonstrate their suitability for boarding for at least 3 terms before being allowed to transfer to day schooling, should the location of the family home permit.
- The Children's Education Advisory Service (CEAS) will initiate a review of CEA entitlement where the claimant's family home has not relocated during 2 consecutive assignments, rather than 3.
- Aggregation will be removed from the CEA regulations. This will mean that the ability to offset more expensive school fees against less expensive ones will be removed.

3. In parallel with the implementation of the SDSR allowances package, the Secretary of State has directed the Minister for the Armed Forces to carry out a full review of CEA. The importance of the allowance in supporting accompanied service, and in enabling the Armed Forces to deploy personnel efficiently to meet Service needs, is well understood. Nevertheless, it represents a significant investment in a relatively small proportion of our people, and in current circumstances we need to be clear that this expenditure is fully justified. The review will consider the fundamental rationale for the allowance, look at alternatives to reliance on independent schools and at the justification for the current set of entitlements. The review will look to give greater definition post 2015.

4. Ministers are conscious of the need to keep the period of uncertainty about the future of CEA to a minimum, and the review conclusions will be announced well in advance of any further measures being implemented. No short term savings targets have been assumed for the review, beyond those which attach to the specific changes to CEA already agreed as part of the SDSR and set out in this brief.

5. The Service Personnel Board and the Chiefs of Staff will be consulted as part of the review and their views will be taken fully into account in determining its conclusions and recommendations. It will involve consultation with the Service Community, Family Federations and other stakeholders who have an interest. In order to avoid prolonged uncertainty, Ministers have asked that the review be conducted speedily with a view to decisions being reached in the early part of 2011. The review will consult widely with the Service community and with those outside who have an interest.

SUBJECT
CONTACT:

Defence Internal Briefs (DIBs) are released by the DMC Internal Communications Team. Comments or feedback on the process or format of this brief should be directed to [REDACTED] DMC-Sec Internal Communications 2, Tel: [REDACTED]

For past DIBs see:

CONTINUITY OF EDUCATION ALLOWANCES QUESTIONS AND ANSWERS

Q. What is CEA for?

A. CEA exists to provide Service children with the continuity of education that would be denied them in the maintained day school sector if they accompanied their parents on frequent assignments both at home and overseas. In claiming CEA, a Service person must fully accept that accompanied service is the overriding principle for maintaining entitlement.

Q. What is INVOLSEP?

A. Unaccompanied service is deemed to exist when a Service person who would normally reside with their spouse/civil partner, lives in a Residence at Work Address other than that in which their spouse/civil partner and/or dependant children normally live. Unaccompanied service for a single parent (PStat Cat 2) is deemed to exist when they are serving away from the home in which their dependant child(ren) would normally live with them. Unaccompanied service may be either Involuntary (INVOLSEP), which is generally for Service reasons, or Voluntary (VOLSEP) when the Service person chooses, for personal reasons, not to be accompanied at their Duty Station by their spouse/civil partner and/or dependant child(ren). Service personnel who are separated from their immediate family, normally for Service reasons, will be classified as INVOLSEP and eligible for benefits related to unaccompanied service in the circumstances set out in JSP 752.

Q. I want to keep my spouse/civil partner in a stable environment when I am away on duty.

A. It is not considered within the spirit of the rules for a Service parent to claim the allowance if they deliberately maintain the family home in the same location for an extended period of time, with the Service person repeatedly moving assignments between local units and with no intention or likelihood of serving elsewhere or

moving the family. In these cases, the existence of a stable family home will enable the educational continuity to be achieved within the local State sector.

Q. Seagoers in particular spend more time away from home, surely being considered INVOLSEP is part of our compensation?

A. It is acknowledged that service in an Organisation such as a ship, submarine or other front-line unit is associated with an expectation of a high degree of Separated Service. Separated Service is defined as "absence from normal place of duty or lack of freedom to enjoy leisure at place of duty/residence at work address (RWA)". Normal place of duty is defined as "the base, station, unit, establishment, or Base Port in the case of ships". It must be stressed therefore that Separated Service in this context is not absence from family.

In broad terms, Service personnel are considered to be INVOLSEP and eligible for payment of LSA and accrual of Separated Service when at sea, but not when alongside in Base Port. Although a Sea Service billet is mandated as unaccompanied when the unit is deployed, there is no overriding Service requirement to designate such an assignment unaccompanied throughout its duration. In essence, if the Service person wishes to claim CEA, their absence when deployed at sea should not be regarded, in itself, as rendering a sufficient impediment to the requirement to move the family home and serve accompanied when the ship or submarine is alongside in the Base Port.

When a Service person applies for CEA, they must sign a CEA Eligibility Certificate declaring that they are committed to family mobility and intend to serve accompanied. By not complying with this principle, they are not meeting the requirements of the policy intent. Further, by leaving their family home static, their child(ren) could have been educated within the local maintained day school sector.

Q. What if I choose to retain SFA/SSFA at my previous Duty Station/Naval Base Port Area?

A. CEA is related to the mobility of the family, not the Service person. Entitled families occupying SFA may retain their entitlement to SFA at the location of the SP's previous assignment. However, SFA may be provided at the new Duty Station (Base Port for ships and submarines) provided the entitlement criteria are met. By choosing not to move the family home to the new Duty Station despite having signed a CEA Eligibility Certificate, the Service person is failing to comply with the principle of accompanied service and family mobility and would not meet the requirements of the policy intent. The Service person is exercising personal choice by electing not to relocate their family to the new Duty Station; granting CEA in such circumstances would call into question the integrity of CEA as an allowance designed to provide continuity of education during periods of family mobility.

Q. What if I have been assigned to a unit that was formerly subject to the INVOLSEP concession but I have not joined yet?

A. The transitional arrangements for those currently claiming CEA allow Service personnel who, by the date of this announcement, were already in receipt of a qualifying permanent Assignment Order to either MoD London, JFHQ (PJHQ) or a Sea Service billet in a ship or submarine and who commence the assignment before

1 Sep 11, to continue to be eligible for CEA for the child(ren) for whom they were already claiming the allowance up to the end of their current assignment.

Q. What if I am in a qualifying assignment in respect of the transitional arrangements and subsequently extended in post?

A. Extensions to current assignments purely for the purpose of continued entitlement to CEA without family mobility will not be entertained. Assignment Authorities should expect to be questioned on the business needs for any extensions granted to current CEA claimants.

Q. The allowance is entitled 'continuity of education' - why can't I retain CEA for my child(ren) until the end of their current stage of education?

A. It is a fundamental condition of entitlement to CEA that a child continues to attend the school and completes a stage of education for which CEA is in issue. It is for this reason that before committing to the undertaking, prospective CEA claimants are encouraged to consider taking out insurance protection to cover school fees due to a change in individual entitlement or eligibility that may result in a cessation of CEA. At a time of high operational tempo across all 3 Services and a requirement for greater financial scrutiny and governance, a general blanket exemption from the requirement to serve accompanied is no longer considered acceptable. A CEA claimant is required to complete a new CEA Eligibility Certificate immediately on arrival at each new assignment; and when the eligibility rules are no longer fully met, the individual's CO must initiate an entitlement check with a view to ceasing the entitlement. To deviate from this accepted practice, by affording continued entitlement to CEA until the end of the current stage of education to all claimants eligible for the transitional arrangements risks damaging both the assurance measures put in place to protect this allowance and its integrity as an allowance designed to support Service family mobility.

CEA is a high-cost allowance, representing a very significant proportion of the overall annual MOD allowances budget. To safeguard CEA for those who genuinely need it, it is crucially important that adherence to the regulations is enforced.

Q. I am ineligible for the transitional arrangements set out in the DIB, but believe that I have good reasons for serving unaccompanied in my current assignment. What should I do?

A. Should a Service person who is ineligible for these transitional arrangements consider that they have genuine and compelling personal reasons for serving unaccompanied which are not satisfied by these arrangements, they may submit a case to the SPVA PACCC for consideration to be treated as INVOLSEP. The case should be fully supported by welfare, medical or Children's Education Advisory Service reports, as appropriate.

Similarly, should a Service person have concerns that the arrangements will unduly affect the education of their child, they should consult with the CEAS. If, on conclusion of the consultation, the Service parent believes that the prescribed arrangements are unsuitable for their circumstances, then a case should be made to the SPVA PACCC, copied to the CEAS. All cases will be considered on their

individual merits in keeping with the underlying rationale for CEA. Cases should be submitted in accordance with JSP 752 Ch 1, Sect 1, Annex A, Appendix 1.

Q. Why has CEA not been cut?

A. CEA rates have not been cut, but rule tightening will reduce the spend. CEA is the subject of a separate independent review instigated by the Secretary of State for Defence. This review team will report directly to the Secretary of State with their findings by early 2011.

Q. Why are CEA claimants not being asked to pay more towards the costs?

A. The current level of Parental Contribution is judged to be at the right level to ensure that all ranks that meet the criteria to claim CEA, are able to afford to do so.

Q. Will the Ministerial Review see CEA being cut?

A. It would be extremely unwise to pre-judge the outcome of the Ministerial review of CEA. A wide range of options will be considered and no assumptions have been made about what needs to change.

Q. What will the change mean for me? How much will I lose under the new rules?

A. Rates of CEA are not being cut under the changes announced today. Therefore all claimants who remain genuinely eligible will retain their current levels of CEA support assuming that all other eligibility criteria are met.

Q. What support will there be if Service personnel are judged not to need CEA anymore? How can we be expected to shoulder the cost on our pay?

A. Any SP found to be ineligible for CEA under the new rules will have a minimum of one full term's notice of the withdrawal of entitlement. No further financial support will be made available to those who are found to be ineligible. SP currently claiming CEA on the strength of a permanent assignment to a previously INVOLSEP for CEA purposes post will be eligible for the transitional arrangements outlined in the DIB.

Q. Does MOD expect service personnel to leave because of the changes?

A. No, because all SP who remain eligible will retain access to the allowance.

Q. How many children of Service personnel will be taken out of boarding school because of these changes? How many children of those on operations?

A. The decision to remove a child from independent school will be a matter for the SP concerned; therefore the MOD cannot predict the numbers, either for those on operations or in home locations, will make this decision.

Q. How much does the MOD think it will save through these measures? Will these really make a difference to the defence budget?

A. The aim of the measure is to save 15% of the CEA spend, c £28M per year from Year 3 onwards (2013/2014)

Q. How many other allowances are to be cut?

A. Remaining allowances cuts will be announced in due course, and I cannot prejudice this announcement at this time.



MINISTRY OF DEFENCE

Defence Internal Brief

SERIAL: 2011DIB/86

DATE: 13 October 2011

ISSUE: Review of Continuity of Education Allowances

AUDIENCE: All Service Personnel

TIMING: Immediate

ACTION: To be briefed for Information Only

KEY POINTS:

- **The Minister for the Armed Forces, Nick Harvey today, 13 October 2011, announced that the review he led into Continuity of Education Allowance (CEA), has been completed and its conclusions accepted by the Defence Secretary.**
- **The review confirms that CEA policy contributes to operational effectiveness by supporting family mobility and accompanied service.**
- **For at least the near to medium term there will be no changes to the key principles of CEA:**
 - **Current rates for parental contributions (a minimum of 10% of the school's fees) will be maintained;**
 - **Parents will continue to be able to choose the school that is most appropriate for their children from the wide range of independent and state schools on the MOD Accredited Schools Database;**
 - **There will be no change to the allowances for Special Needs, North Wales and Day School provision.**
- **However, some significant changes to the policy regulations will be introduced:**
 - **There will be one new restriction on the age range for eligible children: initial claims for year 12 and 13 children, who have not previously been in continuous receipt of CEA, will no longer be permitted;**
 - **The MOD will seek to establish a central payment system so that CEA is paid directly to the school rather than to the claimant.**
- **In addition to these initiatives:**
 - **Parents will be encouraged to use state boarding schools, which provide continuity of education at a lower cost to both the MOD and to parents.**
 - **MOD will continue to simplify CEA policy to ensure that its purpose and procedures are well understood.**

- **In the longer term, withdrawal from Germany, concentration on fewer bases and the likelihood that many personnel will have more settled careers allowing greater stability of home life should reduce the requirement for CEA. The New Employment Model programme will develop the more stable employment, career and living arrangements for the Armed Forces in the future and will be set a clear target to reduce the expenditure on CEA by at least half by 2020 compared with the pre-Strategic Defence and Security Review baseline. It may well be that greater stability will enable us to achieve the reductions in expenditure without major changes to the CEA. But, in addressing this issue, the project will also have to look more radically at the best ways to support personnel and families within future resources, given the high costs of boarding education and the relatively small numbers of personnel who could be expected to be eligible for CEA by the end of the decade.**

DETAIL:

1. Chief of the Defence Staff General Sir David Richards said:

"This is a good outcome. I am pleased that we have been able to maintain CEA for those who need it, while improving value for money. The future terms and conditions of service must deliver a package that is fair both to those who have more settled careers and those who must still be mobile and wish to be accompanied."

2. The Military Covenant states that personnel and their families should not be disadvantaged by service. The Services allow personnel to choose whether to serve accompanied or unaccompanied, and supports them in that choice. Steps have already been taken to understand the needs of Service children who may be affected by frequent family moves and changes of school, and respond to their needs¹.
3. The review of CEA, announced in Parliament on 16 December 2010, was led by the Minister for the Armed Forces, Nick Harvey MP. The aim was to identify options for reducing expenditure and improving value for money in supporting accompanied service.
4. A wide range of options was looked at: different ways in which MOD might contract, or pay, for the service; greater use of state boarding schools; increasing the minimum age for child eligibility from 8 to 11; reducing the maximum age for child eligibility to 16; restricting entitlement to those serving abroad and with no access to suitable schools; ceasing entitlement for new joiners; increasing parental contributions; transferring the tax liability to claimants; alternative remuneration/allowance packages; and improvements to governance. Many of these options would bear heavily on claimants and their children; could not be delivered without allowing reasonable time for adjustment; and the Review concluded that the options (less those stated above) would not be implemented.
5. Improvements to governance and rule-tightening have already been announced in DIB95/10, published on 16 December 2010, to ensure that the allowance is paid only to those for whom it is intended.
6. There will be one change to the eligibility rules. A child who has reached year 11 (GCSEs or equivalent) and is not currently supported by CEA will not normally be considered for CEA for years 12 or 13 (A-levels or equivalent). This is because CEA is

¹ "The Armed Forces Covenant: Today and Tomorrow" announced the following initiatives: development of a new strategy to address the impact of mobility on the education of Service children and young people; Pupil Premium for Service children; £3M support fund for State schools with Service children; consultation on schools admission code; supporting Service children's education through flexibility in Service accommodation provision and new state boarding schools places.

intended to support continuity of education, and an initial CEA claim to support a move to a different school for post-16 education would not normally be consistent with that aim. However, where circumstances could justify a claim in the interests of the child, casework for CEA entitlement may be submitted to the SPVA Pay and Allowances Casework and Complaints Cell (PACCC) for consideration. The change to eligibility rules will be introduced on 1 September 2012, i.e., it will take effect for academic year 2012-13.

7. The proposed central payment system is intended to further improve governance and efficiency. When pay systems can be amended, MOD will deduct the parental contribution from pay and make the total payment to schools, but this will take time to set up. In the interim, MOD will arrange to pay its contribution direct to schools and parents will remain responsible for paying their own contributions direct to schools. The Review has concluded that there will be no increase to parental contributions. Therefore we will re-baseline the current rates of CEA, and ensure that we are using the right annual review mechanism. Once central payment arrangements have been agreed and processes established details of the revised policy will be promulgated through respective chains of command.
8. State boarding schools offer an excellent alternative to independent boarding schools for many children. Many have been graded 'outstanding' by Ofsted and their fees are often about half those of independent schools, or less. As overall numbers of CEA claimants decline, MOD will be encouraging parents to use these schools.
9. As set out in the SDSR, MOD is working on a New Employment Model for Service personnel for the future. The employment model needs to provide an overall package that better balances the demands placed on Service personnel and their families. One aim will be to improve domestic stability, which is important for children's education, while continuing also to support mobility for those who are required to be mobile, in the interests of Defence. This should reduce the need for CEA and the greater stability may allow us to achieve the planned reductions in expenditure (a planned reduction of at least half by 2020, compared to the pre-Strategic Defence and Security Review baseline) without major changes to the allowance itself. The programme will also need to look at how best, within finite resources, the future allowances structure can best support the future pattern of mobility and stability.
10. The Service Personnel Operating Board (SPOB) has committed to a review of the calculation baseline and the annual update methodology for rate calculation. This will enable us to ensure rates are appropriately set and uplifted. Any changes to the current mechanism will be promulgated to personnel in due course.

SUBJECT
CONTACT:

Defence Internal Briefs (DIBs) are released by the DMC Internal Communications Team. If you have any questions or feedback on the contents of this brief, please speak to the named subject contact identified above.

For past DIBs see:

CONTINUITY OF EDUCATION ALLOWANCES QUESTIONS AND ANSWERS

Q1. What is CEA for?

A1. CEA offers Service children the continuity of education that would be lost in the day school sector if they accompanied their parents on frequent assignments both at home and overseas. Accompanied service is the overriding principle for entitlement.

Q2. How committed is the Government to supporting accompanied service?

A2. We remain committed to supporting accompanied service, where this is feasible and meets the needs of the Service person and family.

Q3. How much does CEA cost?

A3. About £180M a year (about 20% of total spending on Service allowances), of which around £70M represents tax liability.

Q4. Is it value for money to spend about £25,000 a year per pupil through CEA?

A4. We always have to consider the opportunity cost, but where Service families have to move home around different locations this is the best way of maintaining continuity of education for their children.

Q5. Why does MOD pay the tax liabilities of claimants when other employers don't?

A5. Service personnel accept a mobility commitment to meet the needs of the Service. They do not have the freedom of employees in other work to change jobs. CEA therefore tries to avoid imposing an additional burden on Service families when they are choosing continuity of education that cannot otherwise be met. Any liability to income tax will not be paid by individual claimants.

Q6. Why have CEA rates not been cut?

A6. Reducing allowance rates, which are already below the average rates for boarding fees, would just be another way of transferring more of the burden to claimants.

Q7. Will CEA rates be increased to take account of inflation in school fees?

A7. We will keep rates under review, including the baseline and calculation methodology.

Q8. What are the improvements to governance and rule-tightening mentioned?

A8. It was announced in December 2010 that eligibility was being withdrawn from personnel who serve unaccompanied by their families in some locations (principally but not exclusively MOD London) and in sea-going assignments, and there were some other minor rule-changes.

A new governance team has been set up by SPVA to bring together all aspects of CEA financial management. Over the next two years the vast majority of claimants will either be subject to audit or pass through tightened procedures for new or revalidated claims. New instructions for the investigation of suspect cases will be promulgated.

Q9. What was the thinking behind the removal of eligibility from children in years 12 and 13 for whom no claim is in force?

A.9. About 5% of claims for children in years 12 and 13 are initial claims, enabling children to move to boarding schools for the last two years of schooling. As this obviously involves a change of school there is no continuity of education argument for this practice.

Q.10 What are the circumstances under which I can make an initial claim for a child in years 12 and 13?

A.10 There will be no defined exceptions. In cases of genuine need, such as an overseas posting in an area where no suitable schooling exists, casework for CEA entitlement may be submitted to the SPVA PACCC for consideration.

Q.11 Will children for whom CEA is being claimed still be eligible for years 12 and 13?

A.11 There will be no change to the current system for children already supported by CEA when they reach years 12 and 13.

Q.12 Will the central payments system remove scope for Service parents to benefit from any discounts previously negotiated with schools?

A.12 Whether fees are negotiated with schools by parents, or centrally by MOD, parents would benefit from any Service discount. A central payments system would allow MOD to compare fees that schools were offering and also to ensure that it paid only for the basic element of school fees without extras for which costs are a parental responsibility.

Q.13 What is the MOD's Accredited Schools Database? How many schools are on it?

A.13 The Database comprises mainstream schools (about 550) that fulfil basic requirements: they must be registered with the appropriate UK education department, subject to inspection and (in the case of independent schools) they must be members of an organisation affiliated to the Independent Schools Council or the Scottish Council for Independent Schools. They are not in any way recommended by MOD.

Q.14 How many Service children are at state boarding schools and how many at independent schools?

A.14 About 900 at state boarding schools and 7,000 at independent schools.

Q.15 Why can't Service parents be restricted to state boarding schools rather than having the freedom to choose expensive independent schools, at greater cost to the taxpayer?

A.15 The state boarding school sector is excellent, but it has a capacity of only about 5,000 places and many schools are already over-subscribed. We would hope, as numbers of Service children being supported by CEA decline in future, to encourage a higher proportion to use state boarding schools.

Q.16 If you improved Service Children's Education schools would that help to reduce CEA?

A.16 SCE schools provide a good education and achieve results comparable to or better than many UK schools. However, the issue is how best to achieve continuity of education: if children move frequently between schools, whether they are UK or SCE schools, continuity is affected.

Q.17 Haven't the Department for Education stopped funding the expansion of state boarding schools?

A.17 State boarding capacity has been increased in recent years (the additional places being created from September at the new academies are examples of this). Constraints on the capital investment programme have meant that further expansion is not currently planned.

Q.18 Wasn't there an announcement under the Armed Forces Covenant about new state boarding school places?

A.18 Yes – 210 new boarding places have been provided from September at state academies: Wellington Academy, Priory Academy Lincoln and Harefield Academy. Another 200 places will be allocated at the Duke of York's Royal Military School. These are not exclusively for Service children, but under admissions criteria for state boarding schools, Service children have second highest priority (after children in care).

Q.19 Why doesn't MOD invest directly in state boarding schools in order to create capacity?

A.19 Responsibility for state boarding schools rests with the Department for Education. Discussions about the scope for expanding the state boarding school sector have yet to take place but we do not envisage any expansion of the sector in the short term. In the medium to longer term expansion may be unnecessary if the predicted reduction in CEA claimants is realised.

Q.20 How will you encourage parents to use state boarding schools?

A.20 We will make sure that parents know what is on offer from these schools. There is already a financial incentive, since fees at state schools are so much less than at independent school, but we will keep under review the possibility that we could do more.

Q.21 What will happen if the New Employment Model fails to identify 50% savings in CEA?

A.21 Although we would still aim to provide balanced support to those who must be mobile as well as those who have more stable life patterns, we would have to look again at the savings options we have already identified, such as restricting eligibility and increasing parental contribution rates.

Q.22 If you plan to do more to support stability, doesn't that inevitably mean less support for mobility and continuity of education?

A.22 We would want to use the resources we have to best effect, but inevitably there will be difficult choices to be made. We would aim to target support to meet the greatest need.

Q.23 What consultation was undertaken for the CEA review?

A.23 Consultation was undertaken with the Service community – claimants and non-claimants – both directly and through the Service Families Federations. We have consulted the principle associations representing boarding, independent and preparatory schools and we have compared our practices with those of other major employers in the public and private sectors and our major allies.

DEFENCE INSTRUCTIONS AND NOTICES (Not to be communicated to anyone outside HM Service without authority)	
Title:	The Introduction of the Continuity of Education Allowance (CEA) Governance Team (CEAGT)
Audience:	All Service Personnel Unit HR Staff and Service Personnel
Applies:	1 Oct 2011
Expires:	Valid until replaced
Replaces:	N/A
Reference:	2011DIN01-195
Released:	October 2011
Channel:	01 Personnel
Subject:	Organisations their role and history
Content:	Details of a new Tri-Service Continuity of Education Allowance Governance Team (CEAGT) that will be formed within the Service Personnel and Veterans Agency (SPVA) boundary on 1 st Oct 11
Sponsor:	DCDS (Pers) P&M (Allowances)
Contact:	[REDACTED]
Keywords:	CEA
Related info:	JSP 752 (Tri Service Regulations for Allowances) Chapter 9
Classification:	Unclassified

Introduction

The post Strategic Defence and Security Review pay and allowance measures that were promulgated by DCDS Pers P&M(Allowances) Directed Letter dated 28 Feb 11 announced that a new Tri Service Continuity of Education Allowance Governance Team (CEAGT) will be formed within the SPVA boundary on 1st Oct 11.

This organisation will subsume responsibilities for confirming CEA eligibility and the scrutiny of all Continuity of Education Allowance Eligibility Certificates (CEA EC), currently undertaken by the Children's Education Advisory Service (CEAS) and will also be charged with delivering an assurance that Service Personnel (SP) who claim CEA are entitled to receive the allowance and that they comply with the eligibility and entitlement criteria for the duration of their period of entitlement.

To achieve this aim the CEAGT will undertake a governance role to ensure probity and compliance with the CEA regulations and will operate a programme of checks to validate a Service person's eligibility and entitlement to claim CEA. These checks will include random checks of the CEA claims submitted to ensure CEA is being claimed correctly. Should cases of irregularity or suspected fraud be discovered these cases will be

referred to the appropriate authority in accordance with 'The MOD Policy on Fraud, Theft, Corruption, Bribery and Irregularity'.

Amendment to Tri-Serve Regulations for Allowance (JSP 752)

The introduction of the CEAGT will require substantive changes to the current regulations governing CEA which are contained in Chapter 9 of JSP 752. An amendment will be published, effective from 1 Oct 11 to accommodate the role of the CEAGT and in particular, changes to the procedure for approving and confirming CEA eligibility and to the CEA EC. There is no change to the initial point of contact when a Service person is considering CEA, which remains CEAS, or to the occasions when a CEA claimant must complete a CEA EC, as follows:

- On initial claim of CEA.
- On a change of school after initial claim.
- On a change of assignment.
- On a change of P Stat Cat.
- When the CEA EC is 3 years old.

However, the process for the submission of the CEA EC will be changed with effect from 1 Oct 11 as follows:

- A SP who is considering claiming CEA is to obtain the Schools Information Pack and CEA EC from the CEAS.
- Once a school has been selected the SP is to complete Parts 1A/B/C of the revised CEA EC and forward the application to their Assignment Authority for completion of Part 2.
- The Assignment Authority is to complete Part 2 of the CEA EC and return the form to the SP who **must** pass the form to their Commanding Officer (CO) for completion of the CO's approval and check of eligibility at Part 3.
- When Parts 1 to 3 are complete the SP is to submit the CEA EC to the CEAGT for confirmation of, and authority to claim CEA to be granted and completion of Part 4.
- When the CEA EC is complete at all parts, the CEAGT will return the CEA EC to the claimant, copied to the Unit HR.

Change to the role of CEAS

Under these revised arrangements, CEAS will no longer approve a SP's entitlement to CEA, this responsibility will pass to the CEAGT. The CEAS will continue to provide Service parents with essential information and advice on educational, academic and school issues for children and on the availability and suitability of day and boarding schools. The revised CEA EC procedure will still include CEAS as the initial point of entry to whom a Service person contemplating placing their child into boarding school and claiming CEA should initially refer. On receipt of an initial enquiry by the Service person the CEAS will record the: name, rank and number of the Service person and the names and dates of birth of all children for whom they are, or are intending to claim CEA and issue a uniquely serially numbered CEA EC to the Service person.

Role of the Service Personnel and Veterans Agency (SPVA) Pay and Allowances Casework and Complaints Cell (PACCC) (SPVA PACCC)

The role of the SPVA PACCC is unchanged, it will remain the organisation to which allowance casework is referred (in accordance with JSP752, paragraph 01.0108) when a SP's entitlement to claim CEA is uncertain and the submission of casework is justified. Where there is doubt about a SP's entitlement to claim CEA the matter should, in the first instance be considered by Unit HR Staff who should seek guidance from their administrative functional chain of command. If doubt over the SP's entitlement to claim CEA remains, Unit HR Staff should consult the CEAGT. If, following this consultation, there continues to be doubt about the SP's entitlement to claim CEA, a case should be submitted to the SPVA PACCC. In considering casework the SPVA PACCC will consider all of the associated factors and make consistent and fair decisions in accordance with the CEA policy. However, neither the CEAGT nor the PACCC have authority to alter existing policy or to set a precedent and both departments may refer to DCDS Pers Pay & Manning (Allowances) for policy guidance before a final decision is made.

CEAGT role in Confirming and Authorising CEA Eligibility

The CEAGT will confirm that the CEA EC has been correctly completed by all signatories. Where the SP has not fully met the necessary eligibility requirements the CEAGT will consider any recommendations made by the CO or check whether exceptional authority to claim CEA has been given by the PACCC. Where this is not the case, the CEAGT will return the application to the claimant through the CO either directing the submission of casework to the SPVA PACCC, providing guidance to the CO or confirming that eligibility is not given. Only when the CEAGT is satisfied that the CEA EC has been correctly completed and confirmed that the SP has an entitlement to claim CEA, will it sign Part 4 authorising of the CEA EC and return it to the claimant, copied to Unit HR.

Communication with the CEAGT

The CEAGT will operate an enquiry line which will be available Monday to Friday from 0900 to 1500 hours (excluding bank holidays) and a Group Mailbox for Email correspondence. All routine enquiries should be addressed to:

- The Enquiry Line telephone number is:
 -
 -
- The CEAGT Group Mailbox address for Email is:
 - Dii: SPVA-DMS CEAGT
 -

The address to which postal correspondence for the CEAGT, including completed CEA EC applications submitted after the 28th Sept 11 (before this date the CEA EC should be submitted to CEAS in accordance with the extant procedure), should be forwarded to is:

Correspondence that is sent by fax should be sent to:

- Civ
- Gf

DEFENCE INSTRUCTIONS AND NOTICES (Not to be communicated to anyone outside HM Service without authority)	
Title:	Continuity of Education Allowance (CEA) - Change in Policy to allow claimants to withdraw from CEA without financial penalty
Audience:	All Unit HR staff and all CEA Claimants
Applies:	Immediately
Expires:	Cancelled, Superseded by update to JSP 752, Chapter 9
Replaces:	N/A
Reference:	2012DIN01242
Released:	December 2012
Channel:	01 Personnel
Subject:	Personnel, Allowances (non-pay), Education Allowances
Content:	An explanation of changes to CEA policy enabling CEA claimants to permanently cease claiming the allowance without financial penalty.
Sponsor:	DCDS (Pers & Trg) (Remuneration)
Contact:	[REDACTED] DCDS (Pers & Trg) (Rem) Allowances Policy
Keywords:	Allowances, Continuity of Education Allowance
Related info:	D/SP Pol PM/05.03.02.05 dated 15 April 2011
Classification:	UNCLASSIFIED

Introduction

1. Following the Strategic Defence and Security Review (SDSR) and the ensuing changes to CEA regulations announced on 16 Dec 10 (DIB 2010DIB/95), it was acknowledged by DCDS(Pers) Pay & Manning (now DCDS(Pers & Trg)(Remuneration)) that - in the light of the changes - some CEA claimants no longer wished to claim CEA. Subsequently, exceptional authority was granted by Directed Letter (D/SP Pol PM/05.03.02.05 dated 15 Apr 11) for CEA claimants to withdraw from claiming the allowance without penalty. This provision was introduced retrospectively from the date of the SDSR announcement and remained effective until 31 Jul 11.

2. The aim of CEA is to assist Service Personnel to achieve continuity of education for their children that would otherwise be denied in the maintained day school sector if their children accompanied them on frequent assignments. Current CEA regulations require prospective claimants to consider carefully all of the relevant implications before they commit themselves to claiming the allowance. It is therefore entirely appropriate that where CEA claimants fail to comply with the regulations, consideration may be given to the recovery of previous payments of the allowance.

3. The Ministry of Defence does however acknowledge that many parents may seek to achieve continuity of education for their children by means other than CEA, reflecting the specific requirements of their own families. It was the rationale that parents know what is best for their children that led to the previous exceptional authority to withdraw from CEA referred to above.

Policy Change

4. In line with this understanding, DCDS(Pers & Trg) (Remuneration) has decided that CEA policy should be permanently changed to allow withdrawal from CEA without financial penalty for:

- a. Those CEA claimants who submitted casework in accordance with JSP752 (Paragraph 01.0108), after 31 Jul 11, to permanently withdraw from CEA and whose cases are yet to be decided, who may withdraw from CEA from the date of this DIN.
- b. All other CEA claimants, with effect from the date of this DIN.

Process for Withdrawal from CEA

5. With effect from the date of this DIN, CEA claimants may cease claiming the allowance for any child/children without financial penalty. The following actions are required:

- a. The claimant must contact the Children's Education Advisory Service (CEAS) to discuss the long term implications for each child's education of ceasing to claim CEA. The CEAS contact details are as follows:

Trenchard Lines, Upavon, Pewsey, Wiltshire, SN9 6BE

Telephone: [REDACTED]

E-Mail: [REDACTED]

- b. If, following receipt of advice from the CEAS, the CEA claimant still wishes to withdraw from CEA, the CEAS will provide the claimant with a declaration form; a specimen copy of which is attached at the Annex to this DIN.
- c. On the declaration form, the claimant will be required to indicate the final academic term for which they wish to claim CEA.
- d. Once complete, the declaration form is to be countersigned by the claimant's CO (or delegated representative not below OF2 in rank) and retained with the individual's unit pay documentation. The claimant is to forward a copy of the declaration form to the CEAS for them to record the details on their database and to the SPVA CEA Governance Team (CEAGT). The CEAGT details are as follows:

Innsworth House (G18), Imjin Barracks, Innsworth, Gloucester, GL3 1HW

Fax: [REDACTED]

E-Mail: [REDACTED]

Conditions

6. Any CEA claimant who withdraws a child or children from CEA under this provision is assumed to have made a permanent decision; there is no entitlement to opt in and out of CEA. Only when there is a genuine Service and welfare need, will casework submitted to the SPVA PACCC for reinstatement of CEA be considered favourably. If approved, re-entry into CEA will be determined by the regulations extant when the casework is submitted.

7. Where a CEA claimant withdraws a child from CEA in accordance with this DIN but wishes to continue to claim CEA for another child, they must:

a. Follow the process detailed at Paragraph 5 and submit a CEA Withdrawal Declaration Form (specimen at the Annex to this DIN) for any child or children for whom they wish to stop claiming CEA,

and,

b. They must also request a CEA Eligibility Certificate application form, to be completed in accordance with JSP752 (Paragraph 09.0106), for each child for whom they wish to continue claiming CEA, to establish that they and each child remain eligible for the purposes of CEA.

8. Once the CO (or authorised representative not below OF2 in rank) has countersigned the declaration form, no further CEA will be paid to the claimant in respect of any child for whom they have withdrawn from CEA after the academic term indicated by the claimant as being the last to be claimed. It will be the responsibility of the claimant to ensure that sufficient notice is given to their child's school so that they do not incur any further costs after the last academic term for which they intend to claim CEA. Any costs incurred as a result of giving insufficient notice to the school will be borne by the claimant.

9. The policy introduced by this DIN is distinct from that which recognises potentially acceptable reasons for breaking educational continuity, currently detailed at paragraph 09.0123 and Annex C to Section 1 of Chapter 9 to JSP752. Although the circumstances outlined in the JSP may lead to permanent withdrawal of a child from CEA, they generally arise out of a specific issue relating to the child, the school or, more commonly, a combination of the two. CEA claimants submitting casework associated with that regulation do not generally wish to permanently withdraw from CEA but rather, wish to move their child to an alternative school to resolve a specific issue and continue to claim the allowance.

10. The authority given by this DIN does not preclude the possibility of recovery action for CEA if any irregularities in previous CEA claims are subsequently identified.

JSP752 (Tri-Service Regulations for Allowances)

11. The regulations contained in JSP752 will be amended in due course to reflect this change of policy. Those amended regulations will have primacy over this DIN.

New Employment Model (NEM)

12. The policy change outlined within this DIN is not a result of allowances work being undertaken by the NEM. The NEM will consider allowances (including CEA) in its work,

within the context of its aim to simplify and harmonise Service personnel allowances policy. The resultant changes will be fully announced at the appropriate time.

Defence Instructions and Notices (Not to be communicated to anyone outside HM Service without authority)	
Title:	Continuity of Education Allowance (CEA) – Re-write of CEA Regulations
Audience:	All Unit HR staffs and all Prospective/Existing CEA Claimants
Applies:	Immediately
Expires:	1 August 2013
Replaces:	N/A
Reference:	2013DIN01-145
Status:	Current
Released:	July 2013
Channel:	01 Personnel
Content:	An explanation of the changes to CEA policy effective from the autumn academic term (1 September 2013) following a complete re-write of CEA Regulations
Sponsor:	Chief of Defence Personnel (Remuneration)
Contact:	GDP(Rem) Allces Pol 3
Keywords:	Personnel; Allowances; Continuity of Education Allowance
Local Keywords:	
Supplements:	Nil
Related Info:	JSP752, Chapter 9, Defence Internal Briefs 2010DIB/95 and 2011DIB/96
Classification:	UNCLASSIFIED

Introduction

1. The purpose of this DIN is to outline a series of improvements to CEA regulations detailed in JSP752, Chapter 9. The changes outlined below govern the administration of all claims from prospective/existing CEA claimants for Autumn Term 13 onwards and will be fully implemented in their entirety within JSP752 with effect from 1 August 2013.

Background

2. The aim of CEA is to assist Service Personnel achieve continuity of education for their children that would otherwise be denied in the maintained day school sector if their children were required to accompany them on frequent assignments. The regulations governing CEA must be interpreted in accordance with this and it should be noted that accompanied service is the overriding principle for maintaining eligibility. All personnel with responsibilities within the approval process, particularly claimants, the Assignment Authority and Commanding Officers, must familiarise themselves with these regulations. The responsibilities for those involved in CEA will be detailed in the revised regulations.

3. As part of the Strategic Defence and Security Review (SDSR), the Minister for the Armed Forces announced a package of measures designed to improve the governance of CEA. Included within those measures was a commitment to undertake a full review of CEA to establish that the allowance remained justifiable within the wider context of the SDSR.

4. The review concluded that while no significant changes to the main principles of CEA were required in the near to medium term, the MOD would further improve the governance of the allowance by a clarification of the existing administrative arrangements. That clarification has now taken place in the form of a complete re-write of the CEA regulations

led by the Chief of Defence Personnel (Remuneration) (CDP(Rem))¹ staff in conjunction with the single Services and the Service Personnel & Veteran's Agency (SPVA).

Main Changes to CEA Regulations

5. The revised regulations satisfy the objective of the CEA Review in that they represent a simplification of the current arrangements while maintaining the core principles of the allowance. The main changes to the extant policy (including current location within JSP752 where applicable) are as follows:

- a. Changing School Within A Stage of Education (09.0123a). In cases where a parent wishes to move their child to another school because of suspected safeguarding issues (but wishes to continue claiming CEA), the parent may now withdraw the child before seeking the advice of the Children's Education Advisory Service (CEAS), submitting casework later. This reflects current practice and is now formalised within the regulations.
- b. Responsibilities (Claimant) (New). The claimant accepts that the deliberate abuse of CEA regulations may lead to disciplinary action or criminal proceedings.
- c. Eligible Service Personnel (New). Where, on assignment the claimant is not classed as Involuntary Separated (INVOLSEP) and is not going to be accompanied by their immediate family within 3 months, they must submit casework to the CEA Governance Team (CEAGT) seeking authority for ongoing entitlement to claim CEA.
- d. Eligible Child (New). Since the beginning of academic year 2012/13 there has been no entitlement to CEA in respect of initial claims for children entering the 'A' Level stage of education (School Years 12 & 13²)³. In order to maintain the continuity of education of children attending state schools who are within two years of taking their GCSE examinations, no initial claims for CEA will ordinarily be considered for any child who has already entered School Year 10.
- e. CEA Eligibility Certificate (CEA EC) (09.0105). There are two additional circumstances in which a new CEA EC application is required. A new CEA EC application must be submitted when a claimant wishes to withdraw from CEA for one child but retain CEA entitlement for another child or children. The rationale is that the claimant must reaffirm their own - and their other child(ren)'s - ongoing eligibility to CEA. Secondly, the CEAGT may, in cases of doubt, request a CEA EC to allow the claimant the opportunity to confirm their ongoing eligibility.
- f. CEA Eligibility Certificate Not Approved (09.0124). Currently, where a CEA claimant is found to be no longer eligible during the CEA EC application process, they receive one final term of CEA. As a currently unregulated concession, where a child is within 2 years of examinations, CEA has generally been allowed to continue until the completion of that stage of education. This enhancement will now be formalised within the regulations.
- g. Voluntary Withdrawal from CEA (New). The ability to voluntarily withdraw from

¹ Previously Deputy Chief of Defence Staff (Personnel & Training)(Remuneration), (DCDS(Pers & Trg)(Rem)).

² CEA regulations reflect the educational system within England and Wales. Where a Service parent claims CEA in respect of an eligible school employing an alternative educational system, advice should be sought from the CEAS.

³ 2012DIN01-053 dated February 2012.

CEA without financial penalty was implemented by Defence Instruction Notice⁴. The amendment formalises that policy change.

h. Maternity Leave (09.0135). Currently, if a CEA claimant takes Ordinary Maternity Leave (OML) then elects to take Additional Maternity Leave (AML) they are required to submit casework for ongoing entitlement to CEA. Under the revised regulations, the requirement to submit casework is removed.

i. CEA Eligibility Certificate – Part 1C (Claimant Certification) (Chapter 9, Section 1, Annex A). When signing the CEA EC, the claimant is now authorising the CEAGT to approach their child's school (if necessary) to confirm the eligibility criteria are being met.

j. CEA EC Guidance (New). Even though the Assignment Authority has assessed the claimant as "unlikely to move" within 4 years or the claimant's family home has not moved in excess of 50 miles within the last two assignments, it is for the CO to confirm eligibility taking relevant circumstances into account. The location of the family home is not relevant within the context of the CEA eligibility criteria but it is a circumstance that the COs must use to inform their decision when doubt exists over the claimant's eligibility.

k. Reasons for Changing a School during a Stage of Education that may be acceptable (09.0123a). As a result of the introduction of Voluntary Withdrawal from CEA (paragraph 5g above), this annex is now restricted to circumstances where the claimant wishes to withdraw their child from a particular school but continue claiming CEA at an alternative eligible school.

l. Day School Allowance (North Wales) (DSA(NW)) - Entitlement for a Child Assessed as having Special Educational Needs (SEN) (Chapter 9, Section 7) (New). The DSA(NW) regulations now allow for the payment of SENA "Non Specialist Independent" (NSI) and "Dyslexia Unit" (DU) costs subject to the claimant and their child meeting the relevant eligibility criteria.

m. Accompanied Service Guidance (Chapter 1, Section 2, Annex A). Accompanied service exists when a Service person maintains a home in which their spouse/civil partner and any dependent children normally live; this remains the case. Currently the further guidance on accompanied service requires that a service person's family is required only to spend "...a clear majority of the assignment..." at the Residence at Work Address (RWA). The intent of the policy is that the Service Person is to be accompanied by their spouse/civil partner at their RWA more often than not in any given period for the duration of the assignment. An amendment prepared in tandem with the re-write of CEA policy establishes that where the family spends less than 9 months (continuous or aggregated) in any 12 month period at the RWA the Service Person's accompanied status will be subject to review by the CO. Similarly, if a Service person's spouse/civil partner is absent from the RWA for a period in excess of 90 consecutive days, their accompanied status will be reviewed.

n. Guidance on INVOLSEP Service (Chapter 1, Section 2, Annex B). Currently the guidance on INVOLSEP states that where a CEA claimant has another child attending state school for whom they are not claiming CEA and who is within 2 years of public examinations, they may serve INVOLSEP until they are next assigned. An amendment prepared in tandem with the CEA re-write limits the INVOLSEP status to

⁴ 2012DIN01-242 dated December 2012.

the end of the non-CEA child's current stage of education.

6. As currently reflected within extant CEA regulations, any prospective or existing claimant wishing to dispute a decision regarding their initial or ongoing CEA eligibility based on either the existing or revised administrative arrangements may submit casework to the CEAGT detailing their circumstances in accordance with JSP752, Chapter 1, Section 1, Paragraph 01.0108.

JSP752 (Tri-Service Regulations for Allowances)

7. The regulations contained in JSP752 will be amended to reflect the changes outlined within this DIN effective from 1 August 2013. When amended, JSP752 will have primacy over this DIN.