



Education  
Funding  
Agency

**This document has been  
withdrawn as it is out of date.**

# **Funding allocation pack: 2016 to 2017 academic year**

**A guide for special and alternative  
provision free schools opening  
between 1 September 2016 and 31  
August 2017**

**June 2016**

# Contents

<b>Introduction</b>	<b>3</b>
How to use the guide	3
Who is the guide for?	3
Further information	3
<b>The GAG statement explained</b>	<b>4</b>
Summary statement	4
Academic year 2016 to 2017 summary table	4
Post-16 allocations	5
<b>Table A – high needs place funding</b>	<b>6</b>
Sample Table A – high needs place funding	7
<b>Table B – post-opening grant (start-up grant)</b>	<b>10</b>
Start-up grant (SUG)	10
Post-opening grant (POG)	10
Sample Table B – academic year 2016 to 2017 post-opening grant (start-up grant)	11
<b>Table C – education services grant (ESG)</b>	<b>12</b>
Sample Table C – academic year 2016 to 2017 education services grant (ESG)	13
<b>Funding outside the GAG</b>	<b>14</b>
Risk protection arrangement (RPA)	14

## Introduction

This operational guide helps you understand how the Education Funding Agency (EFA) has calculated your 2016 to 2017 academic year funding. We have developed the guide in consultation with a sample of academies and free schools to make sure it better meets your needs.

The guide supports your general annual grant (GAG) statement. This sets out the funding you will receive and how we have calculated it.

## How to use the guide

We have produced the guide in a format that allows you to easily access the specific parts that interest you or areas where you require more detailed information.

The subsequent chapters take you through an example funding statement table by table, explaining each line in turn.

We recognise that GAG funding makes up only part of the overall funding for your school. We are looking at ways we can show all your EFA funding lines together in a single account. In the interim, we have added a section to the end of the guide listing the main [non-GAG revenue and capital funding lines](#). This section includes links to information about how and when these are paid.

## Who is the guide for?

This guide is for special and alternative provision (AP) free schools opening between 1 September 2016 and 31 August 2017. Separate guidance is available for [mainstream free schools opening from September 2016](#).

## Further information

Additional information about [special free school revenue funding](#) and [alternative provision free school revenue funding](#) is available.

We have also published [high needs funding arrangements](#) for 2016 to 2017.

In addition you can access [on-line presentations and slide sets](#) about academy funding in the 2016 to 2017 academic year.

## The GAG statement explained


The following sections of this guide walk you through the GAG statement for the 2016 to 2017 academic year. Please note that the figures in the sample Tables A to C **are intended as an illustration only**. They are drawn from a number of different cases to show you as many of the calculation workings as possible, and together they do not represent a single real-life free school.

In the unlikely event that your school opens part-way through the academic year, your allocation is calculated for the number of days from your date of opening to the 31 August 2017 by applying a pro rata to the full year's allocation. The number of days for which you are funded can be found at the top of each page of your funding statement.

## Summary statement

The first page of your GAG statement is a summary of the tables that make up your GAG. The information used to populate the summary table comes from each of the tables in your pack. Section 3 (16-19 allocation) will only be populated if your school has a sixth form.

## Academic year 2016 to 2017 summary table

 <b>Education Funding Agency</b>	<b>Academic year 2016 to 2017 General Annual Grant statement Special and Alternative Provision (AP) academies</b>	
Name	Provider name	
LA name	LA name	
LAESTAB	LAEstabNumber	
UPIN	UPIN	
UKPRN	UKPRN	
URN	URN	
Opening date	Date	
Days open	Number of days open in academic year 2016 to 2017	
<b>1. Breakdown of academic year 2016 to 2017 school allocation</b>		
Post-opening grant (start-up grant)	£0.00	See Table B
Education services grant	£0.00	See Table C

<b>Total school allocation</b>	<b>£0.00</b>	
<b>2. Breakdown of academic year 2016 to 2017 high needs allocation</b>		
Pre-16 high needs place funding	£0.00	See Table A
Post-16 high needs place funding	£0.00	See Table A
Hospital education funding	£0.00	See Table A
<b>Total high needs allocation</b>	<b>£0.00</b>	(Excludes any top-up funding from LAs and other schools)
<b>3. Breakdown of 16-19 allocation</b>		
Programme funding- formula	£0.00	See 16-19 allocation statement and associated <a href="#">supporting documents</a>
Formula protection funding	£0.00	
Student financial support funding	£0.00	
Total 16-19 allocation including student financial support funding	£0.00	
<b>Total allocation (1+2+3)</b>	<b>£0.00</b>	
Information on funding lines that are in addition to GAG will be provided separately		

## Post-16 allocations

Section 3 of the summary table refers to the sixth form funding statement sent to alternative provision free schools. Special free schools with sixth form provision are funded for pre-and post-16 provision on the same place funded basis and do not receive a separate statement. Funding for student financial support will be included in section 3.

## Table A – high needs place funding

Local authorities have a role in funding high needs pupils in academies and free schools, as a commissioner of special education provision for these pupils. This means that special and alternative provision free schools receive funding for pupils with high needs from both the EFA (place funding) and local authorities (top-up funding). In the case of alternative provision (AP) the top-up funding can also come directly from other schools, where they commission places directly.

In special free schools, high needs place funding for both pre-16 and post-16 special educational needs (SEN) is funded on a simple per place basis, at £10,000 per place.

Sixth form students in AP free schools are funded using the post 16 national funding formula, the same as their counterparts in mainstream sixth forms. This is because this type of institution is set up to discharge a local authority's duties in relation to children of compulsory school age. There is no equivalent legal duty for post-16 pupils and as such, there is no post-16 alternative provision.

In the 2016 to 2017 academic year we will base your funding on the agreed estimated place numbers in your financial plan for both pre and post-16 students.

Top-up funding above these levels, based on the assessed needs of the pupil and the cost of meeting these in the setting, should be agreed between the commissioning local authority and the special or AP free school. Top-up funding is paid for the period that the pupil is actually occupying the place in the school. It is paid directly to the school on a monthly basis unless a different payment frequency is agreed with the local authority. Top-up funding for pupils in AP can be paid directly by other academies and schools if they commission the places for those pupils. The top-up element is not included in this allocation.

More information on [high needs funding arrangements](#) is available online.

## Sample Table A – high needs place funding

The example includes explanations to help you understand your own Table A.

Pre-16 breakdown						
Type	Place numbers	Annual per place unit value	Total pre-16 allocation	Allocation to August 2017 (as total allocation for schools open on 1 September 2016)	Calculation	Explanation
1. Special	30	£10,000.00	£300,000.00	£300,000.00		<p><b>Place numbers:</b> based on the agreed estimated places in your financial plan</p> <p><b>Unit value:</b> £10,000</p> <p><b>Total pre-16 allocation</b> = place numbers x unit value</p> <p><b>Allocation to August 2017:</b> Total allocation x days open / 365</p>
2. Alternative provision	10	£10,000.00	£100,000.00	£100,000.00		
3.	<b>Pre-16 high needs place funding pro-rata for 365 days 1 September 2016 to 31 August 2017</b>			<b>£400,000.00</b>	<b>= (1 + 2)</b>	Total pre-16 allocation (special) + total pre-16 allocation (alternative provision), proportioned from the time you open until the end of the academic year, 31 August 2017. For schools opening on 1 September, this will be the full year's allocation.

<b>Post-16 breakdown</b>				
<b>Place numbers</b>	<b>Annual per place unit value</b>	<b>Total post-16 allocation</b>	<b>Allocation to August 2017</b> (as total allocation for academies open on 1 September 2016)	<b>Explanation</b>
0	£10,000.00	£0.00	£0.00	<p><b>Place numbers:</b> Based on the agreed estimated places in your financial plan. (Special free schools only)</p> <p><b>Unit value:</b> £10,000</p> <p><b>Total post-16 allocation</b> = place numbers x unit value</p> <p><b>Allocation to August 2017:</b> Total allocation x days open / 365</p>
<b>Post-16 high needs place funding pro-rata for 12 months, 1 September 2016 to 31 August 2017</b>			<b>£0.00</b>	Total post-16 allocation, proportioned from the time you open until the end of the academic year, 31 August 2017. For schools opening on 1 September, this will be the full year's allocation.
<b>Hospital education breakdown</b>				
<b>Place numbers</b>	<b>Full year funding</b>	<b>Allocation to August 2017</b> (as total allocation for academies open on 1 September 2016)	<b>Explanation</b>	
0	£0.00	£0.00	<p><b>Full year funding</b> This is calculated by the local authority based on the agreed number of places you will provide. The local authority informs the EFA of the relevant amount.</p> <p><b>Allocation to August 2017:</b> Total allocation x days open / 365</p>	
<b>Hospital education pro-rata for for 12 months, 1 September 2016 to 31 August 2017</b>			<b>£0.00</b>	Total hospital education allocation, proportioned from the time you open until the end of the academic year, 31 August 2017. For schools opening on 1 September, this will be the full year's allocation.





## **Table B – post-opening grant (start-up grant)**

Table B will only be included in your 2016 to 2017 funding statement if you are due to receive start-up grant or post-opening grant funding.

### **Start-up grant (SUG)**

SUG is only paid to full sponsored academies. These lines will not therefore be populated in your statement.

### **Post-opening grant (POG)**

POG is paid to free schools, studio schools and university technical colleges that meet the eligibility criteria. It is funding in addition to the per-pupil funding to reflect the additional essential costs of establishing a brand new school. The post-opening grant is paid in two parts: the per-pupil non-staffing resources element, to cover items such as buying books and equipment; and the leadership diseconomies element, to meet the costs of employing key staff as the school builds up its cohorts over time. Further information about the post-opening grant can be found in the [special free school revenue funding guidance](#) and the [alternative provision free school revenue funding guidance](#).

## Sample Table B – academic year 2016 to 2017 post-opening grant (start-up grant)

Line		Value	Calculation	Explanation
1.	Start-up grant part A			For academies that opened from April 2013 this is a one-off payment.
2.	Start-up grant part B – formulaic allocation			Special and AP academies do not receive start-up grant B.
3.	Start-up grant part B – assessment			
4.	Post-opening grant – per pupil resources	£60,000.00		For special and AP free schools this is the total of the resource element of the POG.
5.	Post-opening grant – leadership diseconomies	£125,000.00		For special and AP free schools this is the total of the diseconomies element of the POG.
<b>6.</b>	<b>Total post-opening grant (start-up grant) allocation</b>	<b>£185,000.00</b>	<b>= 4+ 5</b>	The sum of SUG or POG elements as applicable.

## Table C – education services grant (ESG)

ESG is allocated on a simple per place basis. It is payable for the total number of places. The place number is derived in the same way as for your high needs place funding.

In academic year 2016 to 2017 each special or hospital place is funded at 4.25 times<sup>1</sup> the basic per pupil rate of £77 at £327.25 per place. Each alternative provision (AP) place is funded at 3.75 times the basic per pupil rate at £288.75 per place.

Post-16 learners at an AP free school will be paid ESG at the mainstream rate (£77 per learner).

ESG is paid to academies and free schools to cover the cost of the services that local authorities provide centrally to maintained schools but which academies must secure independently. These may include education welfare, and audit and asset management.

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<sup>1</sup> Special schools, special academies, pupil referral units (PRUs) and alternative provision (AP) academies have smaller group sizes and offer intensive support, which means they need more space per pupil and have much higher staffing ratios - around 4 times higher than in mainstream settings. These factors all result in increased overheads and higher staff-related costs

## Sample Table C – academic year 2016 to 2017 education services grant (ESG)

Line	Value	Calculation	Explanation
1. Number of special and/or hospital places	30		Total place numbers including sixth form pupils.
2. ESG rate per special/hospital place	£327.25		£327.25 per place in 2016 to 2017.
<b>3. Total academic year 2016 to 2017 special /hospital education services grant allocation</b>	<b>£9,817.50</b>	<b>= 1 x 2</b>	Total ESG allocation is calculated by a simple multiplication of place numbers by the per place rate.
4. Number of alternative provision places	10		Total number of pre-16 places.
5. ESG rate per alternative provision place	£288.75		£288.75 per place in 2016 to 2017.
6. Number of post-16 learners	0		The number of post-16 students at an AP free school. These learners receive ESG funding at the basic rate.
7. ESG basic rate per learner (post-16)	£77.00		£77 for post-16 students at AP schools.
<b>8. Total academic year 2016 to 2017 alternative provision education services grant allocation</b>	<b>£2887.50</b>	<b>= (4 x 5) + (6 x 7)</b>	The total ESG for AP places and for post-16 students at schools with pre-16 AP.
<b>9. Total academic year 2016 to 2017 education services grant allocation</b>	<b>£12,705.00</b>	<b>= 3 + 8</b>	The school's total ESG allocation.
<b>10 ESG allocation 365 days to 31 August 2017</b>	<b>£12,705.00</b>	<b>= (9 x 365 days) / 365</b>	Total ESG allocation, proportioned from the time you open until the end of the academic year, 31 August 2017. For schools opening on 1 September, this will be the full year's allocation.

## Funding outside the GAG

The previous sections explain the elements that make up your GAG funding. As a free school you will receive other revenue funding that is not part of your GAG. This might include:

- national non-domestic rates (NNDR) - paid on receipt of a claim using an [online form](#) in a single amount outside of the SBS
- [pupil premium](#) - paid in four instalments by the EFA
- [PE and sport premium for primary schools](#) - paid by the EFA in the autumn term
- [universal infant free school meals](#) – paid in two instalments by the EFA to academies with infant classes or pupils of infant age
- high needs top-up funding - paid by the local authority where required; in the case of AP, top-up funding can be paid directly by other schools and academies. Information about 2016 to 2017 [high needs funding arrangements](#) is available.
- funding for commissioned SEN or AP services – paid by local authorities and other schools and academies, usually under a service level agreement or contract, where such services are offered by the academy or free school.

Further information about [revenue funding payments for academies](#) is available.

In addition your free school may receive [capital funding](#) from the EFA.

## Risk protection arrangement (RPA)

Special and alternative provision free schools can opt in to the RPA to start at any month up to 1 August 2017. If you have not opened yet any expression of interest to opt in should be made through your DfE lead contact.

If you are a member of [RPA](#) any adjustment made to your funding will be shown on your monthly pay schedule. It is not shown on your GAG statement as it does not affect your allocation, but does affect your monthly payments. If you opt into RPA after the allocation was published you will not receive an adjusted GAG statement, but your monthly payment schedule will be reissued.



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