

# Financial Progress Report FY2025-26

**Virtual School Head Role Extension to Children with a Social Worker and Children in Kinship Care**

As set out in the memorandum of understanding, section 7.2, this financial progress report enables the department to meet its grant assurance obligations.

# Notes for completion

1. The Grant Recipient shall complete this return for the Grant Period 1 April 2025 – 31 March 2026.
2. This comprises two parts:
3. Confirmation of Receipt, including confirmation of the setting of attendance targets, as outlined in section 7.3.
4. Confirmation of Expenditure
5. Please ensure that this report is completed by the lead officer in the LA for the programme duties (oversight of the education of children with a social worker and/or oversight of the education of children in kinship care). Where this is not the Virtual School Head, please include the VSH details in the report.
6. When completing **confirmation of expenditure** (part b), please include both funding spent and committed spend by the end of the grant period. Expenditure may include but is not limited to any activity which enables delivery of the programme aims as described in the guidance, memorandum of understanding and grant determination letter. For example: staff wages, programme delivery costs, training, investment in data systems etc.
7. If you anticipate an underspend of the programme funding allocated for FY2025-26, please provide a brief outline of the reasons for this in the box provided.
8. The Grant Recipient shall complete and return this report to the Department no later than 6 December 2025.

# Confirmation of Receipt

**To be completed by the lead officer for the CWSW duties**

|  |  |
| --- | --- |
| Name of local authority |   |
| Approved Project title | Virtual School Head Extension to Children with a Social Worker and Children in Kinship Care |
| Total amount of programme funding allocated for 2025/26 |  |

I/we confirm that the total programme funding received was exclusively used for the purposes set out in the agreement and memorandum of understanding between the Grant Recipient and the Department. This includes confirmation that a target has been set regarding the attendance of children with a social worker, as outlined in section 7.3 of this MoU.

|  |  |
| --- | --- |
| Signature |  |
| Name |  |
| Date |  |
| Position |  |
| VSH Name *(where not the lead officer for the new duties)* |  |
| Organisation address |  |
| Postcode |  |
| Initialled by Chief Financial Officer/ Auditor |  |

# Confirmation of Receipt

|  |  |
| --- | --- |
| Name of local authority |  |
| Name of Approved Project | Virtual School Head Extension to Children with a Social Worker and Children in Kinship Care |
| Expenditure Type | (£) |
| **TOTAL EXPENDITURE for 2025/26 (including committed spend)** |  |
| Underspend on Grant (if applicable) |  |

|  |
| --- |
| Underspend comments:  |

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