

## Document MR Appendix 1

### Consultation - Bradford District's Early Years Single Funding Formula 2021/22

#### 1) Introduction & Summary

1.1 Attached with this introduction is the Technical Statement, which explains the methodology and timetable proposed for calculating funding allocations for individual providers delivering the 2, 3 and 4 year old entitlements in the 2021/22 financial year April 2021 to March 2022. **A summary of our proposals, and a highlight of changes, are given in paragraph 1.12 below.**

1.2 Please note that the values of all funding rates quoted in this consultation document, and highlighted in yellow, are currently indicative and should be viewed as such. It is expected that all rates of funding for 2021/22 will be confirmed following the Council's meeting held on 18 February 2021. The rates presented in this document however, do represent what we propose to fund and therefore, do give providers a basis on which to plan.

1.3 The Authority has separately published guidance for providers on our approach to funding the entitlements in the spring term 2021 (January to March 2021), taking account of the DfE's guidance of 17 December given in the context of the COVID-19 situation. The headline is that all local authorities are expected to return to their 'normal arrangements' for spring term 2021, using their normal arrangements for counting actual numbers of entitlement hours recorded for children on roll (the normal 'funding follows the child' approach). The Authority will continue to closely monitor the situation for spring term and will respond appropriately to any additional or amended national guidance or instruction from the DfE.

1.4 With regards to our 2021/22 entitlement funding arrangements, the Authority again will continue to monitor closely COVID-19 matters and the DfE's guidance and instruction. We set out in this document our proposed 'normal' EYSFF arrangements. After final decisions on these proposals have been taken by Council on 18 February, we will continue to respond appropriately during the year to any further guidance or instruction from the DfE. The DfE's current guidance sets out clearly the expectation that 'normal' arrangements for the funding of providers should be followed for and from summer term 2021. The DfE has indicated that how *local authorities* will be funded for their summer term entitlement costs, *at Dedicated Schools Grant Early Years Block level*, will be kept under review. However, the DfE's guidance is clear that providers should be funded by authorities using their normal 'funding follows the child' arrangements. The 2021 Finance Regulations and the DfE's Operational Guidance are established on this basis.

1.5 Providers therefore, should plan on the basis that they will be funded from April 2021 on normal arrangements as proposed in the attached Technical Statement.

1.6 We would only expect to alter from our 'normal' approach where instructed to do so by the DfE. In such circumstances, we would not expect to amend provider funding rates. We would anticipate that any DfE instruction would be limited to amending our counting arrangements where our normal arrangements for calculating entitlement hours delivered (which are a single census termly count with a 2<sup>nd</sup> headcount for 2 year olds) demonstrably do not accurately record a provider's true entitlement delivery for that term. There is sufficient 'controlled flexibility' already within our current Technical Statement to enable us to respond in these circumstances if we are instructed to do so.

1.7 Although we are consulting now, there are still some matters for the 2021/22 financial year that are uncertain and that will likely require further discussion, consultation and decisions. The key outstanding matter is the funding of maintained nursery schools. We are currently awaiting further information on / confirmation of arrangements for the period September 2021 to March 2022. We are only able at this time to confirm our proposals for nursery school funding for the period April to August 2021. It is likely that we

will need to consult with the Schools Forum and nursery schools again specifically on this matter once the DfE's position has been confirmed, hopefully in January. If the DfE confirms the continuation of our current level of supplement, and that we are permitted to continue to protect nursery school funding as we do currently, the Authority anticipates proposing simply to extend our April to August 2021 arrangements to the period September 2021 to March 2022. As the purpose of the supplement is to protect nursery school funding for their delivery only of the universal entitlement at pre-2017 levels, we would not anticipate uplifting the protection of nursery school deprivation rates and sustainability lump sums for inflation; our protection would continue to reference 2016/17 funding levels in these areas. However, these matters are subject to further guidance and confirmation from the DfE.

1.8 In reports presented to the Schools Forum in the autumn term, the Authority has discussed what our proposals for 2021/22 EYSFF arrangements might be where we continue to follow established principles and continue the changes that we have begun in previous years. Whilst our proposed approach for 2021/22 continues to incorporate our responses to the changes that began at April 2017, as a result of the Government's national early years funding reform, given the current level of uncertainty and financial challenge, we have limited the amount of technical change proposed next year. Our headline proposals, at a very simple level, are effectively limited to passing through to providers the increases in funding rates announced by the DfE within the national early years settlement.

1.9 As we have explained in our consultations in previous years however, the most significant widespread change so far for Bradford resulting from the national reform has been the reduction in the value of the funding received from Government to support the delivery of the 3 & 4 year old universal and extended entitlements. In response, since April 2017:

- We have allocated reserves (one off monies from brought forward balances) held within the Early Years Block to protect the value of the 3&4 year old Universal Base Rate at its current year level, which is £4.19 per hour.
- We began at April 2020 to reduce the proportion of our 3 & 4 year old EYSFF that is allocated via the Deprivation & SEND supplement, with the intention to reduce this down by April 2022 to the average of our statistical neighbours, which is rounded at 6% (5.7%). We set out in our consultation in autumn 2019 our intent to reduce down to the 6% average in three steps over three years, with the proportion reduced from 9.5% to 8.0% in 2020/21, and then down to 7.0% in 2021/22 and then to 6.0% in 2022/23.
- The funding of maintained nursery schools has remained protected (at 2016/17 levels) because the DfE has provided a specific supplement for this purpose.

1.10 In response to the current challenging circumstances, we do not propose to reduce our spending on the Deprivation & SEND supplement further in 2021/22. We propose to 'pause' the reduction and review again for 2022/23. This means that spend will be retained at 8%. However, the issues created by the national reform, which lay behind the planned reduction, are still present in 2021/22 and we still anticipate needing to deploy reserves to protect the values of the base rates. The Authority is concerned about the potential for the rapid depletion of reserves. Within this, whilst we anticipate that the direct impact of COVID-19 on the cost of EYSFF arrangements at Dedicated Schools Grant (DSG) Early Years Block level will be time limited, and can be managed through the short-term use of reserves and the movement of budgets between blocks within the DSG, the impact of the reduction in the numbers of entitlement children in the Bradford District, due to demographic change, will be longer term. As entitlement numbers reduce, the amount of financial flexibility within the Early Years Block also reduces. This is a factor that the Authority continues to monitor and to make adjustment for. It is important that providers are aware of this reduction in flexibility as this will influence the values of rates of funding that can be afforded going forward, especially if reserves are no longer available.

1.11 The DfE announced the Early Years Block settlements for local authorities for 2021/22 on 17 December 2020. The DfE has confirmed:

- Bradford's rate of funding from the DfE for the 3&4 year old entitlements has increased from £4.63 to £4.69 per hour. This represents an increase of + 1.30% (+ £0.06).
- Bradford's rate of funding from the DfE for the 2 year old entitlement has increased from £5.28 to £5.36 per hour. This represents an increase of + 1.52% (+ £0.08).

- Early Years Pupil Premium (EYPP) remains at £0.53 per hour and Disability Access Funding (DAF) remains at a minimum of £615 per year.
- The supplement that is allocated to protect the funding of maintained nursery schools will be available for the full 2021/22 financial year. However, allocations for the period September 2021 to March 2022 that were published on 17 December are “conditional”. The DfE has not explained, at the time of writing this consultation document, what “conditional” means and has stated that authorities should treat these allocations as unconfirmed. It is currently unclear therefore, what value of supplement Bradford will receive and whether the DfE will prescribe or limit how we can use this.
- Maintained nursery schools, and schools and academies with early years pupils, that currently receive allocations of Teacher Pay Grant and Teacher Pensions Grant will continue to receive these grants separately in respect of their early years pupils. Allocations for 2021/22 will be published in spring 2021. This is different in approach from mainstream primary funding, where these grants have been amalgamated into core formula funding from April 2021.

#### 1.12 We have developed our proposed EYSFF approach for 2021/22 on the basis that:

- We are continuing to explore the introduction of a new single Bradford Provider Gateway for all providers to use to submit all their entitlement delivery information to the Authority. For schools and academies, this Gateway would replace the use of the DfE’s termly censuses. We aim to pilot this Gateway during 2021/22. **However, there will be no technical changes to our operation of our Early Years Single Funding Formula (EYSFF) in 2021/22. This means that we will continue in 2021/22 our current termly headcount methodology (and 2nd headcount for the 2 year old offer).** Although we do not propose to revisit for 2021/22 the option suggested previously to move to a monthly counting arrangement (a ‘starters and leavers’ approach), the introduction of a single Gateway for the collection of delivery information will provide further opportunities for us to explore with providers the pros and cons of moving at a point in the future to a counting arrangement that is more sensitive to the movement of children and fluctuations in numbers within terms and during the year. We anticipate that changes in our EYSFF related to the new Gateway may be proposed within our consultation for the 2022/23 financial year.
- In support of the particular and (hopefully) short-term difficulties and pressures that exist within the Early Years Block in 2021/22, the Authority proposes that the £0.448m, that would have been the Early Years Block’s contribution to early years high needs support services, including portage, the pre-5 service and the administration and management of the Early Years SEND Inclusion Fund, is transferred to be funded by the High Needs Block in 2021/22. The Authority would expect to move this budget back to the Early Years Block in 2022/23. **A total of 98.0% of our 2021/22 3&4 year old entitlement funding will be passed-through to providers;** or, to put it another way, 2.0% of our 2021/22 funding will be either be retained or used otherwise than for funding the 3&4 year old entitlement. The equivalent figure for 2020/21 was 98.1% or (1.9%). The 98.0% is affected not just by the values of budgets held centrally within the Early Years Block, but also by the cost of the 2 year old entitlement.
- Regarding the **Early Years SEND Inclusion Fund (EYIF)**:
  - EYIF will continue to be fully funded solely from the Early Years Block.
  - **We will continue to apply the 2020/21 Inclusion Fund approach, as set out in Appendix 2, and the current funding rate per hour of £6.32.** This rate is unchanged because the value of Element 2 (£6,000) to which this directly relates is also unchanged in 2021/22.
  - 2 year olds will continue to be eligible for EYIF with the cost of this continuing to be met from the 3&4 year old Early Years Block budget supported by one off monies (rather than by top slicing the 2 year old rate of funding that is passed through to providers).
- We will continue to pass through to providers the nationally set funding rate for **the Early Years Pupil Premium (confirmed at £0.53 per hour).**
- An unspent balance of £0.460m in the **Disability Access Fund (DAF)** is forecasted to be retained at 31 March 2021 and earmarked for this purpose. We continue to underspend DAF funds. As well as

carrying out work to better understand why providers may not be fully claiming DAF funds, and to encourage higher take up, the Authority proposes **to increase the value of the DAF allocation paid per child in 2021/22, from the minimum required of £615 to £1,000**, and to use a proportion of the £0.460m balance in support of the cost of this increase, if this is required. The allocation of DAF monies will continue to be closely monitored.

- Regarding the **2 year old entitlement**, providers in 2021/22 will continue to be funded on a single flat rate per hour with no additional supplements. This rate was £5.28 in 2020/21, which meant that 100% of the rate of funding the Authority received from the DfE for the 2 year old entitlement was passed on to providers. The DfE has confirmed that Bradford's rate of funding for 2 year olds in 2021/22 at DSG level has been uplifted by 1.52% (+ £0.08) to £5.36 per hour. **We will pass this uplift onto providers in full by setting our 2 year old funding rate at £5.36 per hour for 2021/22.**
- Regarding the **3 & 4 year old entitlement**, we propose:
  - **To set the 3 & 4 Year Old Universal Base Rate (UBR) in 2021/22 at £4.25 per hour.** This is an uplift of 1.43% (+ £0.06) on the £4.19 set for 2020/21. The uplift of + £0.06 passes through to providers the £0.06 increase Bradford has received from the DfE at DSG Early Years Block level.
  - **To 'pause' the previously planned further reduction in spend on the Deprivation & SEND Supplement, meaning that spending on this supplement will be retained at 8% in 2021/22. The planned reduction, ultimately to 6%, will be review again for 2022/23.**
  - **Not to introduce any more supplements into our 3 & 4 year old EYSFF.** New supplements would dilute further both the Universal Base Rate and the Deprivation & SEND rates at a time when we see our priority to be to maximise the value of the UBR for all providers.
- Regarding the funding of the **3&4 year old entitlements in Maintained Nursery Schools, proposed for the period April 2021 to August 2021 only at this time:**
  - The protected setting base rate for maintained nursery schools will be set at £5.84 per hour in 2021/22. This is the 2020/21 protected £5.78 uplifted by £0.06 per hour in line with the uplift delivered in the 3&4 year old Universal Base Rate for other providers.
  - The Deprivation and SEN supplement rates for each nursery school will continue to be retained at their 2016/17 values.
  - The nursery school lump sum sustainability supplement will continue to be calculated on existing variable values using the current methodology.
  - **Proposals for the period September 2021 to March 2022 will be put forward following the DfE's confirmation, as explained in paragraph 1.7.**

1.13 Please use the responses form attached at the end of this document to submit your views on the proposals outlined in the consultation. There is space on this form for you to comment on any aspect of the proposals. If you wish to discuss these proposals in more detail, or have any specific questions, please contact either Andrew Redding [schoolfundingteam@bradford.gov.uk](mailto:schoolfundingteam@bradford.gov.uk) 01274 432678 or [EarlyEducationFund@bradford.gov.uk](mailto:EarlyEducationFund@bradford.gov.uk) 01274 431965.

1.14 Please ensure that your response is submitted by the deadline of **Wednesday 3 February 2021**. Any responses received after this date will not be considered.

1.15 It is anticipated that final proposals will be put to Council on 18 February 2021. A confirmed Technical Statement, giving sight of the final Early Years Single Funding Formula, and rates of funding, for the 2021/22 financial year will be published as soon as possible after this. Further consultation on matters outstanding will be completed as appropriate in January and February following further DfE announcements e.g. on maintained nursery school funding.

## **2) A note on Benchmarking Bradford's EYSFF**

2.1 It is important that we continue to regularly compare our early years provider rates and spending position against those found in other local authorities. Our latest benchmarking was included within our consultation document that was published in October 2019 and we used this to inform our proposals, in particular around the reduction in our proportion of spending on the 3&4 year old Deprivation & SEND supplement.

2.2 Unfortunately, we are unable to update our benchmarking this year. In response to the COVID-19 situation, the DfE cancelled the collection of 2020/21 Section 251 Budget Statements from local authorities. These budget statements include the Early Years Pro-forma, which is analysed and published and is also used to populate the DfE's [Early Years Benchmarking Tool](#).

2.3 It wouldn't be accurate for us to compare our 2020/21 rates and spending vs. those of other authorities using their latest published 2019/20 information, because the DfE uplifted DSG early years funding in 2020/21 and other authorities will have uplifted their rates and made other changes to their spending in response to this. So we anticipate next updating our benchmarking using 2021/22 financial year information, which will be available in summer / autumn 2021.

# Bradford District Early Years Single Funding Formula 2021/22

## (DRAFT VERSION FOR CONSULTATION JANUARY 2021)

PLEASE NOTE THAT THIS IS A DRAFT PROPOSED VERSION OF THE TECHNICAL STATEMENT WRITTEN FOR CONSULTATION.

ALL REFERENCES TO THE FUNDING OF MAINTAINED NURSERY SCHOOLS APPLY ONLY FOR THE PERIOD APRIL TO AUGUST 2021.

### INTRODUCTION AND SUMMARY

1) The Early Years Single Funding Formula (EYSFF) for the 3 and 4 year olds universal and extended entitlements in 2021/22 is as follows:

$$(a + b + c) \times d + e = \text{Total EYSFF Funding 2021/22}$$

a) Universal Base Rate (£ per child per hour)

b) Provider Deprivation & SEND Rate (£ per child per hour)

c) Base Rate Protection (Nursery Schools only) (£ per child per hour); April – Aug 2021 only (TBC September 2021 – March 2022)

$$(a + b + c) = \text{Provider's Total Funding Rate}$$

d) No. of Entitlement Hours delivered at the provider (per year)

e) Lump Sum Funding for Sustainability (Nursery Schools only); April – Aug 2021 only (TBC September 2021 – March 2022)

For example, on the simple basis that all children at a provider access 15 hours entitlement per week for 38 weeks per year, core entitlement funding for all providers using the EYSFF in 2021/22 will look like:

a) Universal Base Rate **£4.25**

b) Provider Deprivation & SEN Rate £0.30 \*\* Example Rate Only

The provider's funding rate per hour = **£4.25 + £0.30 = £4.55**

c) No. of Entitlement Hours delivered at the provider (per year) = **39,660** calculated as follows:

	Children	Hours Delivered
i Summer Term	78	14,040
ii Autumn Term	62	13,020
iii Spring Term	70	12,600

Sub Total EYSFF Funding = **£4.55** x 39,660 = **£180,453**

2) The Early Years Single Funding Formula (EYSFF) for the extended 30 hours entitlement for eligible 3 & 4 Year Olds operates within the same framework as the universal 15 hours entitlement as set out in this Technical Statement.

Rates of funding, timetabling and counting arrangements are the same. Specific guidance about the funding of the 30 hours entitlement, where necessary, is incorporated into this Statement.

**3) The 2 year old entitlement in 2021/22 continues to be funded via a simple flat rate per child per hour for all providers. The value of rate for all providers is set at **£5.36**.**

The timetabling and counting arrangements for the funding of the 2 year old entitlement are the same as for the 3 and 4 year old entitlement. Specific guidance about the funding of the 2 year old entitlement, where necessary, is incorporated into this Statement. A 2nd headcount per term continues in 2021/22.

**4) The current termly headcount methodology is retained for 2021/22.**

We consulted with providers in autumn 2017 on an option for a 'starters and leavers' based approach to replace our current termly headcount. This option received a mixed response and we chose not to progress this further.

We are continuing to explore the introduction of a new single Bradford Provider Gateway for all providers to use to submit all their entitlement delivery information to the Authority. For schools and academies, this Gateway will replace the use of the DfE's termly censuses. This is becoming increasingly necessary with the further conversion of maintained schools to academy status, where the Authority cannot access academy census information on the same timeline as we can for maintained schools and this is creating delays and complications within our EYSFF processes.

We aim to pilot this Gateway during 2021/22. However, there will be no technical changes to our operation of our formal Early Years Single Funding Formula (EYSFF) in 2021/22. This means that we will continue in 2021/22 our current termly headcount methodology (and 2nd headcount for the 2 year old offer).

The introduction of a single Gateway for the collection of delivery information, will provide further opportunities for us to improve our funding statements and ready reckoners, but also to explore with providers the pros and cons of moving at a point in the future to a counting arrangement that is more sensitive to the movement of children and fluctuations in numbers during the year than a termly headcount is. We anticipate that any changes in our EYSFF related to the new Gateway may be proposed within our consultation for the 2022/23 financial year.

**5) Funding continues to be allocated to all eligible providers in addition to the basic Early Years Single Funding Formula for three purposes, which are explained further in this Statement:**

- Early Years Pupil Premium
- Disability Access Fund
- Early Years SEND Inclusion

**6) The funding level of Maintained Nursery Schools continues to be protected but confirmed only for the period April to August 2021 at this time.**

Although the supplement that is allocated to protect the funding of maintained nursery schools will be available nationally for the full 2021/22 financial year, allocations for the period September 2021 to March 2022 for individual authorities, that were published on 17 December, are "conditional". The DfE has not yet explained what "conditional" means and has stated that authorities should treat these allocations as unconfirmed. It is currently unclear therefore, what value of supplement Bradford will receive and whether the DfE will prescribe or limit how we can use this. Proposals for the period September 2021 to March 2022 will be put forward following the DfE's confirmation, as explained in paragraph 1.7. Maintained nursery schools should view this current version of the Technical Statement as applicable only for the period April to August 2021.

## SECTION 1

a) There is a Universal Base Rate per hour for the funding of the 3 and 4 year old entitlements. In 2021/22 the value of this is **£4.25**

- The Universal Base Rate is expressed as a value of funding per child per hour.
- All providers are funded on this Universal Base Rate. Maintained Nursery Schools then receive an additional amount, lump sum funding, from the DfE's specific Maintained Nursery School Supplement, effectively to bring the Base Rate for Maintained Nursery Schools up to £5.84 per hour, which is the value of their Base Rate in 2016/17 prior to the implementation of the DfE's national formula reform plus a £0.08 uplift for 2020/21 and then a £0.06 uplift for 2021/22. *April – Aug 2021 only (TBC September 2021 – March 2022).*
- The Universal Base Rate is used to fund both the universal 15 hours entitlement and the additional extended 15 hours entitlement, up to a maximum of 30 hours per child, for eligible children.
- The Universal Base Rate is fixed and will not change during 2021/22. It is fixed at the point the 1<sup>st</sup> draft of Indicative Budgets are published, which for 2021/22 is in February 2021. Please see the timetable.
- For Primary schools and academies with nursery classes, funding allocated to support whole school costs remains fully within the Primary sector funding formula (e.g. business rates). Maintained nursery schools, and schools and academies with early years pupils, that currently receive allocations of Teacher Pay Grant and Teacher Pensions Grant will continue to receive these grants separately in respect of their early years pupils. This is different in approach from mainstream primary funding, where these grants have been amalgamated into core formula funding from April 2021.

b) The value of a provider's 'Deprivation & Special Educational Needs (SEND) Rate' for 3 and 4 year olds is based on the measured level of deprivation of children taking the entitlement at that provider

- All Local Authorities are required by the Department for Education (DfE) to have a deprivation factor within their EYSFF. This funding is allocated, in addition to the Universal Base Rate, specifically to:
  - Support raising the educational outcomes and life chances of children from more deprived background.
  - Support the reduction of the attainment gap that currently exists between children from more deprived and children from more affluent backgrounds.
  - Support providers for the additional costs associated with the delivery of the entitlement to children from more deprived backgrounds and to children that have additional lower level educational needs.
- As with the Universal Base Rate:
  - A provider's 'Deprivation & SEND Rate' is expressed as a value per child per hour,
  - These rates are fixed at the point the 1<sup>st</sup> draft of Indicative Budgets are published, which for 2021/22 is in February 2021. They will not change during 2021/22.
  - All 3 and 4 year old entitlement hours, including the extended 30 hours, delivered at a provider are funded at the same Deprivation and SEND Rate.
  - The DfE's Maintained Nursery Schools Supplement is allocated to maintain each Maintained Nursery School's 'Deprivation and SEND Rate' at the 2016/17 value. *April – Aug 2021 only (TBC September 2021 – March 2022).*
- Unlike the Universal Base Rate, Deprivation and SEND Rates vary according to the measured level of deprivation of children attending each provider. Each provider's Deprivation and SEND Rate is calculated using the Index of Multiple Deprivation and the postcodes of children taking up the entitlement at the provider, recorded in the January 2021, January 2020 and January 2019 censuses (3 year rolling average). Because of the time lag in data, the Local Authority appreciates

that using this approach may produce some anomalous funding results, especially for smaller providers. We keep this approach under review.

- Rates of funding have been calculated, based on the estimates of funded hours delivered used to calculate the Indicative Budgets, using the Index of Multiple Deprivation (IMD) scores linked to individual children's postcodes. Where this data for an individual provider cannot be properly determined or is not available, and for providers that newly establish during the year, the provider's deprivation rate will be calculated using the average IMD scores for all providers of this type. This is especially applicable for Childminders.

**c) Each provider is funded on the number of 3 and 4 year old entitlement hours recorded as delivered in a single common census date taken each term**

- Each provider's no. of funded entitlement hours delivered for the 2021/22 financial year is the sum of:
  - Summer term (beginning 1 April 2021): the total of entitlement hours delivered per week recorded in the census taken on 20 May 2021, x 12 weeks
  - Autumn term (beginning 1 September 2021): the total of entitlement hours delivered per week recorded in the census taken on 7 October 2021, x 14 weeks.
  - Spring term (beginning 1 January 2022): the total of entitlement hours delivered per week recorded in the census taken on 20 January 2022, x 12 weeks.
- 'Hours delivered' are the entitlement hours a child is registered to take at that provider, taken from the contracts signed with parents for that term. 'Hours delivered' is not affected by the actual attendance of children at the time the censuses are taken nor by a child's attendance for the rest of the term after the census is taken.
- The dates for the censuses are the same for schools, classes and PVI providers. This is so that the data for each provider can be cross checked to identify duplicate children.
- For maintained schools and academies, funded hours information will be taken by the Local Authority from the data recorded in the "funded hours" field in the DfE Termly Censuses, which schools submit to the DfE via the COLLECT website. PVI providers will be required, as is the process now, to submit their information through the Bradford Provider Gateway.
- Adjustments will be made to the funding of providers that open or close (or cease to deliver entitlement hours) mid-term, to reflect the proportion of the term applicable. Adjustments to funding will not normally be made where closure is only short term and for a public health reason or another circumstance that is not within the control of the provider e.g. local or national elections or damage to premises.
- Other than in the two circumstances below, no adjustments will normally be made to funded hours for starters or leavers after the census date in each term. Exceptional circumstances will be considered (via provider application) where a provider admits a significant number of children after the census has been taken in that term (please see section h).
  - Adjustments may be made to funded hours for the intake of children after the census is taken for that term where this is the result of re-allocation from the closure of an inadequate setting.
  - Adjustments to funded hours may be made specifically for the autumn term, recognising that in this term the intake of children into nursery provision is often staggered into schools and classes and that eligible children may start the term at a PVI provider and then move to a school or class before the October census. Where a child started the autumn term at a PVI provider and has moved to a school or class prior to the October census, an adjustment may be made to split the funding for the autumn term based on the number of weeks that a child has attended each provider. This adjustment applies for the autumn term only.

- For the purposes of calculating Indicative Budgets for maintained schools and academies, published before the start of the financial year, the Authority will use estimates of the funded hours that will be recorded in each of the termly censuses.
- The Authority reserves the right to make adjustments to estimates (and to initial payments), or not to make any payment, where the information submitted by providers is demonstrably incorrect or is missing. As provided for within the Funding Agreement, the Authority also will charge an administration fee where there are issues with the quality or the timeliness of funded hours information that is submitted by providers.

#### **d) Only children eligible for the 3 and 4 year old entitlements will be funded**

- The EYSFF for 3 and 4 year olds will only allocate funding for children in providers that are accessing the entitlement from the term after their 3<sup>rd</sup> birthday. The 1 September, 1 January and 1 April are taken as start dates for each of the terms. The offer has been extended to eligible 2 year olds, but this does not mean all children accessing provision under aged 3 are eligible for EYSFF funding.
- The maximum number of hours any child will be funded for, for the period 1 April 2021 to 31 March 2022, for the universal entitlement is 15 hours per week (for 38 weeks) or the annual equivalent of this total. This is the same for any child regardless of their age, so a four or five year old child staying in nursery (rather than moving into Reception at statutory school age) will only be funded for the maximum on this basis, unless they are eligible for the extended 30 hours or they continue to be placed at the request of the Authority, most commonly in the case of children with SEND placed in early years resourced provisions attached to nursery schools, where children can access 25 hours per week.
- Some children will be entitled to 30 hours per week (for 38 weeks per year) and, for these children, 30 hours x 38 weeks is the maximum number of hours that will be funded by the EYSFF between 1 April 2021 and 31 March 2022.
- Although a child can take up their entitlement over two providers, the maximum universal entitlement is still the equivalent of 15 hours per week over 38 weeks per year, unless otherwise agreed. Where a child attends two providers, the Authority will fund each provider on a pro-rata basis only up to a maximum of 15. Where a child attends two providers, the individual providers should ensure they are aware of the entitlement hours being accessed by that child at another provider; this should help to avoid funding discrepancies regarding duplicate pupils. This may involve discussion with the providers involved where the pro-rata split is not clear from the census returns.
- Although a child can stretch their entitlement over more than 38 weeks, the Authority will fund providers on the basis that all children are taking their entitlement over 38 weeks. It is for the individual provider to then manage funding. To ensure providers are funded correctly, these children should still be recorded in the censuses as accessing 15 hours or 30 hours, where they access an annual total of 570 hours (equivalent to 15 hours x 38 weeks) or 1,140 hours (equivalent to 30 hours x 38 weeks).
- The ESYFF no longer applies a cap on the number of hours funded based on the published admission number of a maintained provider. However, schools and academies are expected to remain within their agreed Published Admission Number (PAN).
- More detailed guidance on the eligibility requirements for the extended 30 hours entitlement, the processes for determining this and how the Authority is required to verify eligibility, can be found on Bradford Schools Online [here](#). All providers are reminded that they must check all 30 hours codes prior to the submission of their censuses.

**e) The Confirmed Indicative Budget published in March 2021 for schools and classes only gives an estimate of funding. A pre-calculated Indicative Budget for PVI providers is replaced with a flexible Ready Reckoner**

- A pre-calculated 1<sup>st</sup> draft Indicative Budget for 2021/22 will be published at the end of February 2021 only for maintained school and academy providers. This will show the Universal Base Rate and the provider's Deprivation and SEND Funding Rate, which are fixed for 2021/22. For the purposes of calculating these Indicative Budgets, simple estimates of the funded hours for the following year will be used. The pre-calculated Indicative Budget will largely be calculated on hours delivered by each school recorded previously i.e. estimating that a school's numbers will be the same.
- Maintained school providers and academies will have the opportunity to revise their estimates, should they wish, to incorporate their latest information on admissions for the coming financial year. A Confirmed Indicative Budget for 2021/22 will then be published in mid-March 2021. This budget will be used to begin payments to maintained schools and academies within the Authority's established whole-school advances system. A ready reckoner for maintained and academy providers to use to estimate funding adjustments will be published alongside the Confirmed Indicative Budgets.
- Pre-calculated Indicative Budgets are no longer published for PVI providers. Instead, an electronic (Excel) Ready Reckoner will be published in February 2021, showing the per hour rates of funding for each provider. This Ready Reckoner then allows providers to calculate their own indicative budgets based on their estimates of hours to be delivered across the next financial year.

**f) A provider's actual funding will be adjusted to reflect differences between estimated and actual entitlement hours delivered during the financial year**

- Adjustments to funding will be calculated following each of the termly censuses:
  - Please see the timetable at the end of this statement for when adjustments will be published and actioned in 2021/22. These adjustments will alter the amounts of funding physically paid to providers.
  - The adjustments will reflect the differences between estimated and actual funded hours delivered.
  - A ready reckoner is provided by the Authority, which providers should use to anticipate these funding adjustments and plan their provision and spending accordingly.
  - A statement of the value of adjustments is published in advance of these being actioned through the payments system. Please see the timetable.
- Additional notes on the calculation of funding adjustments:
  - The values of adjustments are influenced by the accuracy of the estimates of funded hours that are used. Adjustments are likely to be larger in value for providers that have more volatile numbers. Providers should use the Ready Reckoner to anticipate these.
  - Adjustments can be both positive and negative.
  - Adjustments will take account of any sustainability funding for maintained nursery schools that is funded using the DfE's supplement. The ready reckoner provided by the Authority for nursery schools incorporates this.
  - All adjustments for the 2021/22 financial year will be calculated and actioned before 31 March 2022. However, because of the very tight timescale for processing the data after the January 2022 census, the adjustments for the spring term 2022 will be based on summary information. Where amendments to funding are subsequently identified e.g. for duplicate children, following the processing of the more accurate individual child level census data, these amendments will be incorporated into the adjustments made to the funding for the summer term 2022. Where a provider does not pay back, via separate cheque or by BACs, any money owed to the Authority at year end, the value of funding owed will be taken from the provider's summer term payment.

- Where closed or closing providers owe funding to the Authority that cannot be recovered through the adjustment of advances the provider will be asked to pay the funding back via cheque or via BACs.
- The first payment of the financial year, in April 2021, and then the first payments in each subsequent term, for schools and classes will be based on the Confirmed Indicative Budget. For PVI providers, these first payments will be based either on latest actual delivery information or on updated estimates submitted by providers through the Gateway.

**g) In 2021/22 EYSFF funding will continue to be paid monthly to all providers**

- For maintained schools and academies, the Authority operates a well-established whole-school monthly advances payment system. EYSFF funding will continue to be paid using this. The adjustments to EYSFF funding will be incorporated into the September 2021, December 2021 and March 2022 advances adjustments. Please see the timetable.
- The Authority moved to monthly payments for PVI providers at April 2016. 2021/22 arrangements continue as follows:
  - Summer Term 2021:
    - Funding calculated on the latest delivery information / latest estimates will be divided by 5 (no. of months in the term) for 5 equal payments to be made between April and July.
    - 2 payments will be made in April, firstly for April and then for May. Payments for the remaining 3 months of summer term will be paid in May, June and July respectively.
    - Any positive or negative adjustments following the re-calculation of funding using the May Census actual numbers will be added to or deducted from the July payment.
    - Where the July payment is insufficient to recoup the full value of any negative adjustment, the August payment will also be reduced. Where a negative balance is still outstanding after this, a deduction will be made from September payment.
  - Autumn Term 2021:
    - Funding calculated on the latest delivery information / latest estimates will be divided by 4 (no. of months in the term) for 4 equal payments to be made each month between August and November.
    - The payment for September will be made in August, with payments for the remaining 3 months of the term made in September, October and November.
    - Any positive or negative adjustments following the re-calculation of funding using the October Census actual numbers will be added to or deducted from the November payment.
    - Where the November payment is insufficient to recoup the full value of any negative adjustment, the December payment will also be reduced. Where a negative balance is still outstanding after this, a deduction will be made from the January payment.
  - Spring Term 2022:
    - Funding calculated on the latest delivery information / latest estimates will be divided by 4 (no. of months in the term) for 4 equal payments to be made each month between December and March.
    - The payment for January will be made in December, with payments for the remaining 3 months of the term made in January, February and March.
    - Any positive or negative adjustments following the re-calculation of funding using the January Census actual numbers will be added to or deducted from the March payment.
    - A provider that has still been overpaid after the March payment must repay the value of overpayment by cheque or by BACs by 30 April 2022. Where a cheque or BACs payment is not received by 30 April 2022, the Authority will deduct the value of the outstanding overpayment from the next available monthly payment in the summer term. This is likely to be in May 2022.

- The Authority will continue to talk to individual PVI providers as necessary about how information submitted through the Bradford Provider Gateway can feed into the monthly payments system (so that payments that are made prior to the collection of the censuses can be based on a provider's latest delivery information / latest estimates). Adjustments to payments can be made during the term prior to the final adjustments being enacted.
- Where a PVI provider experiences exceptional cash flow difficulties, they should contact the Authority to discuss this further. Contact details can be found in Section 3 of this document.
- Providers will receive one single payment each month, which combines all the funding and grants applicable for that month. A breakdown of the values paid for each type of funding and / or grant will be shown on the advances (payments) update schedules. These schedules will continue to be updated and published on Bradford Schools Online monthly. We strongly recommend providers download the schedules each month.
- Monthly payments pull together the main recurrent funding streams, which are the 2 Year Old entitlement, the 3 & 4 Year Old entitlement, Early Years Pupil Premium, DAF, EYIF and SEND top up funding for children with EHCPs. Early Years Pupil Premium payments are made on a termly retrospective actuals basis and are added to monthly payments as a lump sum in September, December and March. All other non-entitlement payments (EYIF, DAF, EHCP top up) are made on an actuals basis in the next available monthly payment following their confirmation.

#### **h) Approach to Funding Sustainability & Exceptional Entitlement Funding in 2021/22**

- The EYSFF in 2021/22 continues to include a "sustainability" lump sum factor, which works on a sliding scale basis to allocate funding specifically to Maintained Nursery Schools in addition to the funding per children per hour. This factor ensures that funding allocations continue to reflect specific:
  - Site related costs (as set in our 2016/17 EYSFF): buildings and grounds maintenance costs, rates and insurance,
  - Fixed type costs (as set in 2016/17 EYSFF) incurred by maintained providers in leadership and management and administration and premises staffing.

*April – Aug 2021 only (TBC September 2021 – March 2022)*

- Maintained school, academy and PVI providers can access advice on sufficiency and sustainability provided by the Authority's Childcare Sufficiency Officers.
- The Schools Forum has established a process, which is used to consider the allocation of additional funding, on a one off exceptional basis, to primary schools that request financial support in response to exceptional cost pressures. Requests for funding are reviewed on an individual case basis against set criteria. Such requests are rare, but the most likely cause of a request is a significant increase in pupil numbers during the financial year, where the school has had to make additional provision, such as establish a new class, but where their funding has not responded to this increase in pupil numbers due to the 'lag' in the system.

This established process will be used in 2021/22 to consider any requests for additional exceptional entitlement funding that may be made by any maintained school, academy or PVI provider. Requests of this nature have been rare in previous years but we recognise that the disruption to normal intake patterns, caused by COVID-19, may take time to resolve during 2021/22 and might still especially affect the summer term (although the summer term census does not take place until 20 May).

The Authority however, only expects to consider submissions of this nature where a provider evidences that they have admitted a significant number of children after the census for that term has been collected and so evidences that the census does not accurately reflect their true significantly higher net entitlement delivery in that term.

In such cases, exceptional circumstances will be measured in terms of the level of additional cost pressure faced by the provider in admitting these additional children, rather than simply in terms of measuring this on the number of additional children not counted in the census. The Authority will also look at the provider's actual delivery weekly across the term (which is similar to the approach set out in the guidance we have provided for the spring term 2021 arrangements). The Authority would not expect providers to seek to claim additional entitlement funding only for small variances in numbers and, for example, where numbers following the census may have increased but where this is balanced by numbers being much lower in the weeks prior to the census. We would remind providers that a single termly count is designed to protect funding against smaller fluctuations in numbers during each term. We would also remind providers of the standard adjustments that are made within our normal arrangements (in the autumn term and following the closure of inadequate settings) as explained in section c.

As stated in paragraph 1.6, the Authority would only expect to alter en-mass from our 'normal' approach to funding in 2021/22, including our normal termly approach to counting entitlement numbers, where instructed to do so by the DfE. In the absence of this instruction, the Authority would only expect to consider requests for additional exceptional entitlement funding by individual submission and where the provider clearly evidences that being funded on normal arrangements does not accurately reflect their true actual level of entitlement delivery. The Authority would not expect to consider additional sustainability or exceptional circumstances funding requests for any other reason.

#### **i) The Early Years Pupil Premium (EYPP) in 2021/22**

- Providers will receive up to £302 per year, or £0.53 per child per hour, for each eligible child. The maximum number of annual hours funded for eligible children is 570 (15 hours x 38 weeks). Where a child is also eligible for the additional 15 hours entitlement for working parents, EYPP is paid on the universal 15 hours only, up to a total of 570 hours in the year.
- Providers should refer to the specific guidance on EYPP available on Bradford Schools Online here:  
<https://bso.bradford.gov.uk/Secure/CMSPage.aspx?mid=3346>
- As with the school-age Pupil Premium, the Government expects that providers are best placed to take decisions on how to support their disadvantaged pupils. Restrictions therefore, are not imposed on how providers spend the Early Years Pupil Premium. Ofsted, through the regular inspection process however, will hold providers to account on how they have used their Early Years Pupil Premium to support their disadvantaged children.
- EYPP is paid to providers using the process explained in section g.
- The DfE's web-pages give further information on the Early Years Pupil Premium:  
<https://www.gov.uk/guidance/early-years-pupil-premium-guide-for-local-authorities>  
<https://www.gov.uk/get-extra-early-years-funding>

#### **j) Disability Access Funding (DAF)**

- The DAF is allocated to children aged 3&4 years old who are accessing their entitlement hours at an early years provider in Bradford and who are also in receipt of the Disability Living Allowance (DLA). Children in receipt of the DLA do not have to be accessing all their entitlement hours to be eligible. Please note however, that 4 year olds in reception classes in maintained schools, academies or free schools are not eligible.
- DAF funding is allocated to support providers to make reasonable adjustments that will benefit the child and the setting as a whole. DAF cannot be used to pay for additional non-entitlement hours

and non-entitlement services. Providers must discuss how the funding will be used with the child's parent or guardian.

- Parents / guardians are required to apply online. This can be accessed through the Authority's Families information Service website [Disability Access Fund Application](#). The application requires basic details about the parent / guardian, the name of the chosen provider, and a copy of the child's Disability Living Allowance award letter. Support is available for parents / guardians who may require help to make an application. Providers should signpost the Authority's website and provide the contact number 01274 431386. Applications are processed by the Authority, who checks that the child is attending a provider in Bradford and that the child is in receipt of DLA. The parent / guardian is informed of the outcome of the application and, if successful, is given an award date and the date they can re-apply if their child is still accessing their early years entitlement. The provider the parent / guardian has chosen to receive the funding is also informed and is provided with details of the funding period.
- DAF is a lump sum payment, which the DfE states must be at least £615 per year per child. The Authority proposes to set the value of payment per child in 2021/22 at £1,000. DAF funding cannot be split between providers, so if a child is splitting their entitlement hours with more than one provider, the parent / guardian is required to nominate only one provider that will receive the full amount.
- The DAF is allocated for one calendar year with the funding period based on the grant award date. So, for example, if a child is awarded funding on the 30 October 2021 they can re-apply to be awarded again on the 30 October 2022 if they are still accessing their early years entitlement.
- If a child leaves after the funding has been awarded, the provider is not required to pay back any monies to the Authority.
- DAF is paid to providers using the process explained in section g.

#### **k) Early Years SEND Inclusion Fund**

- Local authorities are required to have SEND Inclusion Funds for all 3 & 4 year olds with special educational needs and disabilities (SEND) who are taking up the entitlements, regardless of the number of hours taken. These funds are intended to support local authorities to work with providers to address the needs of individual children with SEND. This fund will also support local authorities to undertake their responsibilities to strategically commission SEND services as required under the Children and Families Act 2014. Local authorities are expected to target SEND Inclusion Funds at children with lower level emerging SEND. All early years providers that are eligible to receive funding for the entitlements for three and four year olds are also eligible to receive support from the SEN inclusion fund.
- The Authority's approach is set out in detail in Appendix 2.

## SECTION 2

### l) The Entitlement for Eligible 2 year olds

- Early education first became a statutory entitlement for eligible 2 year olds at 1 September 2013. Eligible children are defined as children who are looked after and children who meet the Free School Meals eligibility criteria.
- Providers have been funded in 2020/21 for 2 year old places on a flat rate of £5.28 per hour. 2 year old entitlement hours will continue to be funded in 2021/22 on a flat rate per hour, which is **£5.36**. There are no additional supplements.
- 2 year old entitlement delivery is initially counted in the same way as it is for 3 & 4 year olds, using the data from individual providers that is recorded in the 3 termly censuses. However, the Authority collects additionally for the 2 year old entitlement only a second headcount each term. Funding on the basis of a second headcount supports the Authority to retain sufficient capacity and to more effectively fund providers for their delivery of provision to the most vulnerable of children, who may not enter settings by the time the termly censuses are taken. This is especially the case for the autumn and spring terms when the censuses are collected relatively early. The second headcounts in 2021/22 will be taken on the following dates:
  - Summer term: 10 June 2021
  - Autumn term: 4 November 2021
  - Spring Term: 24 February 2022
- The timetabling and counting arrangements for the funding of the 2 year old entitlement are otherwise the same as for the 3 and 4 year old entitlement.
- All providers currently submit their information on their 2 year old entitlement delivery using the Bradford Provider Gateway. This approach continues unchanged in 2021/22.
- Providers are paid for their delivery of the 2 year old entitlement within their single monthly payment from the Authority as explained in paragraph g.

## SECTION 3

### m) Who do I contact?

- The key Local Authority contacts for any queries about the EYSFF are:

**Maintained school and academy providers:** School Funding Team  
[schoolfundingteam@bradford.gov.uk](mailto:schoolfundingteam@bradford.gov.uk)

**Private, Voluntary & Independent providers:** Early Education Funding Team  
[EarlyEducationFund@bradford.gov.uk](mailto:EarlyEducationFund@bradford.gov.uk)

- Key contact details will be included in all correspondence relating to Indicative Budgets and adjustments to funding.

Appendix 1 – Timetable

Appendix 2 – Early Years SEND Inclusion Fund

## Appendix 1: Bradford District Early Years Single Funding Formula 2021/22 Timetable

Please read this timetable alongside the separate 'Technical Statement', which explains how the Early Years Single Funding Formula (EYSFF) will be applied across the Bradford District in the 2021/22 financial year.

Date	Key Activity
January 2021	<p><b>a) All providers must review the Authority's guidance on spring term 2021 EYSFF arrangements</b></p> <p><b>b) Department for Education (DfE) January Census: w/c 18 January</b></p> <p><b>c) Further discussion and consultation on the funding of maintained nursery schools for the period September 2021 to March 2022</b></p>
February / March 2021	<p><b>b) Deadline for consultation responses: 3 February</b></p> <p><b>c) 1<sup>st</sup> draft of Indicative Budgets for 2021/22 published week commencing 15 February</b></p> <ul style="list-style-type: none"> <li>• <u>Maintained / Academy providers</u> will be able to access on the Bradford Schools Online (BSO) website pre-calculated annual forecasted allocations for 2021/22 (calculated on estimated entitlement hours) as part of their S251 Budget Statements. Providers will then have approximately 3 weeks to review their estimates of entitlement hours, with the opportunity to change these up or down, prior to the publication of Confirmed Indicative Budgets.</li> <li>• <u>PVI providers</u> will be able to access on the Bradford Schools Online (BSO) website an electronic (Excel) Ready Reckoner, showing rates of funding for 2021/22 and allowing providers to calculate forecasted annual allocations using their own estimates of entitlement hours.</li> </ul> <p><b>d) Spring Term 2021 Adjustments Statement published week commencing 1 March</b></p> <ul style="list-style-type: none"> <li>• An initial reconciliation statement for all providers will be published, which will show the differences between estimated and actual spring term entitlement funded hours delivered and the value of adjustments due.</li> <li>• <u>Maintained / Academy providers</u> and <u>PVI providers</u> will be able to access this statement on the BSO website.</li> <li>• All providers should review what the Authority's specific guidance on spring term 2021 EYSFF arrangements says about later adjustments for post-census increases in entitlement delivery.</li> </ul>
March 2021	<p><b>a) Confirmed Indicative Budgets for 2021/22 published week commencing 8 March</b></p> <ul style="list-style-type: none"> <li>• <u>Maintained / Academy providers</u>: the Confirmed Indicative Budgets will establish the starting point for funding / payments for the 2021/22 financial year. These budgets will be different from the 1<sup>st</sup> draft where providers have asked for their estimates of funded hours to be altered. Where a provider has not asked for their estimates to be altered their Confirmed Indicative Budget will be the same as their 1<sup>st</sup> draft.</li> </ul>

	<ul style="list-style-type: none"> <li>• The Confirmed Indicative Budgets will be published with a warning that these budgets are subject to change, for differences between currently estimated and actually delivered entitlement hours still to be recorded in the termly censuses.</li> <li>• The Confirmed Indicative Budgets will be published in the same way as the 1<sup>st</sup> draft Indicative Budgets.</li> <li>• At the same time the Confirmed Indicative Budgets are published, the Authority will provide a 'ready reckoner', which providers can use to anticipate likely adjustments to funding for their actual entitlement delivery.</li> </ul> <p><b>b) Monthly Advances for <u>Maintained / Academy and PVI providers</u> amended to incorporate the Spring Term 2021 adjustment</b></p> <ul style="list-style-type: none"> <li>• For <u>Maintained / Academy providers</u>, the value of 2020/21 Local Authority I01 funding used to calculate the monthly advances will be amended in the final advances update in March 2021 to take account of the adjustment due from the January Census. This adjustment will impact on each school's March 2021 carry forward balances position. Schools should use the ready reckoner provided by the Authority to ensure that this adjustment is incorporated into their forecast of their year end balances position.</li> <li>• For <u>PVI providers</u>, any positive adjustment following the re-calculation of funding using the January Census actual numbers will be paid in a single additional payment. A provider that has been overpaid must repay the value of overpayment by cheque or BACs by <b>30 April 2021</b>. Where a cheque or BACs payment is not received by 30 April 2021, the Authority will deduct the value of the outstanding overpayment from the next available monthly advance. This is likely to be in May 2021.</li> <li>• All providers should review what the Authority's specific guidance on spring term 2021 EYSFF arrangements says about the payment of later adjustments for post-census increases in entitlement delivery.</li> </ul>
<p><b>April 2021</b></p>	<p><b>a) For <u>Maintained / Academy and PVI providers</u> initial payments for 2021/22 will begin</b></p> <ul style="list-style-type: none"> <li>• For <u>Maintained / Academy providers</u>, monthly advances for 2021/22 will be calculated from the final Section 251 Budget Statements and a schedule and breakdown of payments will be published at the beginning of April.</li> <li>• For <u>PVI Providers</u>, monthly payments for 2021/22 will begin. These will be based on the latest delivery information / latest estimates received from providers. Providers should consult the advances statement published on Bradford Schools Online at the beginning of April.</li> </ul>
<p><b>May 2021</b></p>	<p><b>a) May (Summer Term) Census: 20 May 2021</b></p> <ul style="list-style-type: none"> <li>• <u>Maintained / Academy providers</u> will submit their termly census to the DfE via COLLECT.</li> <li>• <u>PVI providers</u> will submit their entitlement delivery information to the Authority Early Education Funding Team via the Bradford Provider Gateway on Bradford Schools Online.</li> </ul>

<p><b>June / July 2021</b></p>	<p><b>a) Summer Term Adjustments Statement published week commencing 21 June and payment adjustments actioned for PVI providers</b></p> <ul style="list-style-type: none"> <li>• A second headcount for 2 year olds will be taken on Thursday 10 June 2021.</li> <li>• A reconciliation statement for all providers will be published, which will show the differences between estimated and actual summer term entitlement hours delivered and the values of adjustments due. The adjustment will be a positive value (meaning that the Authority owes the provider more funding) where the number of entitlement hours delivered actually recorded in the May Census is greater than the delivery information used to make initial payments. The adjustment will be a negative value (meaning the provider must repay funding back to the Authority) where the number of entitlement hours delivered recorded in the May Census is lower than the delivery information used to make initial payments.</li> <li>• <u>Maintained / Academy and PVI providers</u> will be able to access the adjustment statements on the BSO website.</li> <li>• Adjustments will be made to the July 2021 payment for <u>PVI providers</u> (both positive and negative) for the re-calculation of summer term funding from the May Census. The August and September payments may also be adjusted, where the value of the July advance is not sufficient to permit full recovery of a negative adjustment.</li> </ul> <p><b>b) Deadline for <u>PVI providers</u> to notify the Local Authority, through the Bradford Provider Gateway, of estimated delivery in the autumn term: Friday 23 July</b></p>
<p><b>August 2021</b></p>	
<p><b>September 2021</b></p>	<p><b>a) Monthly Advances for <u>Maintained / Academy providers</u> amended to incorporate Summer Term adjustments</b></p> <ul style="list-style-type: none"> <li>• For Maintained / Academy providers, the value of Local Authority I01 funding used to calculate the monthly advances will be amended in September to take account of the adjustment due from the summer term.</li> </ul>
<p><b>October 2021</b></p>	<p><b>a) October (Autumn Term) Census: 7 October 2021</b></p> <ul style="list-style-type: none"> <li>• <u>Maintained / Academy providers</u> will submit their termly census to the DfE via COLLECT.</li> <li>• <u>PVI providers</u> will submit their entitlement delivery information to the Early Education Funding Team via the Bradford Provider Gateway on Bradford Schools Online.</li> </ul>
<p><b>November 2021</b></p>	<p><b>a) Autumn Term Adjustments Statement published week commencing 8 November and payment adjustments actioned for PVI providers</b></p> <ul style="list-style-type: none"> <li>• A second headcount of 2 year olds will be taken on 4 November 2021.</li> <li>• A reconciliation statement for all providers will be published, which will show the</li> </ul>

	<p>differences between estimated and actual autumn term entitlement hours delivered and the value of adjustments due.</p> <ul style="list-style-type: none"> <li>• <u>Maintained / Academy providers</u> and <u>PVI providers</u> will be able to access this statement on the BSO website.</li> <li>• Adjustments will be made to the November 2021 payment for <u>PVI providers</u> (both positive and negative) for the re-calculation of autumn term funding from the October Census. The December and January payments may also be adjusted, where the value of the November advance is not sufficient to permit full recovery of a negative adjustment.</li> </ul> <p><b>b) Deadline for <u>PVI providers</u> to notify the Local Authority, through the Bradford Provider Gateway, of estimated delivery in the spring term: Friday 26 November</b></p>
<b>December 2021</b>	<p><b>a) Monthly Advances for <u>Maintained / Academy providers</u> amended to incorporate Autumn Term adjustments</b></p> <ul style="list-style-type: none"> <li>• For <u>Maintained / Academy providers</u>, the value of Local Authority I01 funding used to calculate the monthly advances will be amended in December to take account of the adjustment due from the autumn term.</li> </ul>
<b>January 2022</b>	<p><b>a) DfE January (annual) Census: 20 January 2022</b></p> <ul style="list-style-type: none"> <li>• <u>Maintained / Academy providers</u> will submit their termly census to the DfE via COLLECT.</li> <li>• <u>PVI providers</u> will submit their entitlement delivery information to the Early Education Funding Team via the Bradford Provider Gateway on Bradford Schools Online.</li> </ul>
<b>February 2022</b>	<p><b>a) 1<sup>st</sup> Draft of Indicative Budgets / Ready Reckoners for 2022/23 Published</b> (see notes for February 2021)</p> <p><b>b) A second head count of 2 year olds will be taken on Thursday 24 February 2022.</b></p>
<b>February / March 2022</b>	<p><b>a) Spring Term 2022 Adjustments Statement Published week commencing 28 February</b></p> <ul style="list-style-type: none"> <li>• A reconciliation statement for all providers will be published, which will show the differences between estimated and actual spring term entitlement hours delivered and the value of adjustments due.</li> <li>• <u>Maintained / Academy providers</u> and <u>PVI providers</u> will be able to access this statement on the BSO website.</li> </ul> <p><b>b) Monthly Advances for <u>Maintained / Academy and PVI providers</u> amended to incorporate the Spring Term 2022 adjustment</b></p> <ul style="list-style-type: none"> <li>• For <u>Maintained / Academy providers</u>, the value of Local Authority I01 funding used to calculate the monthly advances will be amended in the final advances update in March 2022 to take account of the adjustment due from the January Census. This adjustment will impact on each school's March 2022 carry forward balances position. Schools should use the ready reckoner to ensure that this</li> </ul>

adjustment is incorporated by schools into their forecast of their year end balances position.

- For PVI providers, any positive adjustment following the re-calculation of funding using the January Census actual numbers will be paid in a single additional payment. A setting that has been overpaid, must repay the value of overpayment by cheque or by BACs by **30 April 2022**. Where a cheque or BACs payment is not received by 30 April 2022, the Authority will deduct the value of the outstanding overpayment from the next available monthly advance. This is likely to be in May 2022.

**c) Confirmed Indicative Budgets / Ready Reckoners for 2022/23 Published** (see notes for March 2021)

**The Local Authority has sought to plan this timetable as comprehensively as possible. Please note however, that all dates in this timetable are provisional and subject to change. Where we anticipate that any dates will significantly change, the Local Authority will do it's best to notify all providers as soon as possible.**



## Appendix 2 – Early Years SEND Inclusion Funding 2021/22

### Introduction

1. Whilst recognising that “children develop at their own rates and in their own ways” (EYFS Framework 2017), children with additional needs may benefit from additional support. All local authorities are required by the DfE to have an Inclusion Fund for 3 & 4 year olds with special educational needs and disabilities (SEND) who are taking their early years entitlements. Funding is allocated to promote the inclusion of children who may require high levels of support within a pre-5 setting. This funding also support local authorities to undertake their responsibilities to strategically commission SEND services as required under the Children and Families Act 2014.
2. All early years providers that are eligible to receive funding for the 3 & 4 year old entitlements are eligible to receive support from the Early Years SEND Inclusion Fund. Bradford Local Authority currently also offers Early Years SEND Inclusion Funding to eligible 2 year olds, and will continue to do so in 2021/22, but this is non-statutory.
3. Local authorities are expected to target their Early Years SEND Inclusion Funds at children with lower level emerging SEND. ‘Emerging SEND’ is not defined within the DfE’s guidance. We define this as children, assessed as requiring SEND Support with assessed needs at the top of SEND Support and above, who do not have an Education Health and Care Plan (EHCP).
4. At the point an EHCP is put in place for a child, the resources allocated via this EHCP will replace Inclusion Funding.
5. The Deprivation and SEND supplement within Bradford’s Early Years Single Funding Formula (EYSFF) already allocates an amount of additional funding that providers should use to meet the needs of 3 & 4 year olds with emerging SEND. Additional grant funding is also available to support these children, including the Early Years Pupil Premium and the Disability Access Fund (DAF) grant. This funding must be utilised in the first instance prior to claiming Inclusion Funding.

### Bradford – Holistic Model:

6. Our Early Years Inclusion Funding model is established on the following basis:
  - Applications are made by providers on an individual child basis using a prescribed referral form. Providers are required to fully evidence that the needs of the child have been appropriately assessed, that the provider has already made adjustments to meet the child’s needs and that the provider has also accessed all available resources e.g. DAF and Early Years Pupil Premium. The referral form asks the provider to set out why additional funding is now required and the level of support (number of hours of support) requested. Decisions will be taken by a Panel.
  - This Panel will consider 4 matters in each application:
    - **Decision 1:** Whether, against the agreed criteria, the child is eligible for Inclusion Funding.
    - **Decision 2:** The number of hours (of the child’s entitlement) support will be funded for.
    - **Decision 3:** The rate of funding per hour.
    - **Decision 4:** The number of terms (or weeks) that support is to be funded for and the expiry date.

7. **Decision 1** – the **eligibility criteria** are:

- The provider must be registered with Ofsted on either the Early Years Register or the Childcare Register or must be legally exempt from this registration.
- Inclusion Funding will only be allocated to children aged 2, 3 or 4 who
  - Are taking their early years entitlements, up to a maximum of 15 hours (2 year olds) and 30 hours (3&4 year olds), and
  - In their application, the provider must evidence that a child is eligible for Early Years Inclusion funding. This evidence could include:
    - *2- year olds*: EYFS development levels are approximately from 10 to 17 months behind chronological age in two or more prime areas (for example, Cognition and Learning, Communication and Interaction, Social Emotional and Mental Health Needs and Sensory and/or Physical).
    - *3- year olds*: EYFS development level are approximately from 18 to 25 months behind chronological age in two or more prime areas (for example, Cognition and Learning, Communication and Interaction, Social Emotional and Mental Health Needs and Sensory and/or Physical).
    - *4-year olds*: EYFS development levels are approximately from 21 to 31 months behind chronological age in two or more prime areas (for example, Cognition and Learning, Communication and Interaction, Social Emotional and Mental Health Needs and Sensory and/or Physical).
    - The child may have been referred to and / or be known to one or more health and/or education professionals.
    - It would be expected that the early years provider intends to or has put in place a cycle of Assess, Plan, Do and Review.
    - Information required to demonstrate that the child is experiencing a delay in some of their developmental milestones.

and

- Are likely to require small group interventions and / or structured early years experiences with high adult to child ratio of support required for up to 15% - 20% of time at setting, and
  - Do not have an Education Health and Care Plan, and
  - Are not placed in an Early Years Enhanced Specialist Provision or in a special school (as these places are already funded at a higher level), and
  - Are not in paid for childcare, and
  - Are not in an upper foundation class in a maintained primary school.
- In their application, the provider must also evidence:

- That Wave 1 interventions (Quality First Teaching) are in place for all children and that a graduated response has taken place, evidencing a clear review process and the need for targeted Wave 2 Interventions as advised by professionals from appropriate services.
- That the parent or carer of the child has been a partner in the whole process.
- Where appropriate, an EA1 Notification from Health has been received for the child.
- Where a child is newly arrived in the country, advice from other services (for example, Health Visitors, Paediatricians, Paediatric Therapists, and Specialist Teaching and Support Services) has been gathered to support the request.
- That the provider has exhausted all avenues of support available to them from within existing funding.
- That reasonable adjustments to meet the needs of the child have already been made. This includes how the provider has used the DAF and / or Early Years Pupil Premium, if the child is eligible.
- Why existing staffing is insufficient to meet the child's needs.

8. **Decision 2 – The number of hours to be funded.** The approach is as follows:

- The provider must set out in the application both the number of entitlement hours per week the child is taking with the provider as well as the number of hours per week the provider is requesting funded support for.
- The Panel will determine whether the provider's requested hours is accepted or amended. The Panel will translate this into a % of funding based on the hours a child attends their early education entitlement per week.
- The Panel will assume that the weekly entitlement is delivered across 38 weeks per year and providers will be allocated monies on this basis.

9. **Decision 3 – The rate of funding per hour,** is set at a standard (maximum) of £6.32.

- The national SEND 'Place-Plus' funding framework is based on the financial definition of a 'High Needs' child being one whose education, incorporating all additional support, costs more than £10,000 per annum (1 FTE). This threshold lays the foundation of the definition of the financial responsibility that schools, academies and other education providers have for meeting the needs of children from their delegated budgets.
- Schools are required to meet the first £10,000 of cost for children with SEND, both with and without EHCPs, from their core formula-funded budgets. This £10,000 is separated in the pre-16 national model into Element 1, at a value of £4,000 per 1 FTE (25 hours) and Element 2, at a value of £6,000 per 1 FTE (25 hours). Element 1 £4,000 represents the core funding that all pupils attract. In the Early Years Single Funding Formula, Element 1 is allocated through the Setting Base Rates, which in 2021/22 are **£5.36** for 2 year olds and **£4.25** for 3 & 4 year olds. Element 2 £6,000 is the contribution that schools are required to make from their 'notional SEND' budgets, which are derived from additional funding allocated using proxy indicators of additional needs, such as deprivation and low prior attainment. Element 2 is not present in the Early Years Single Funding Formula, although the Deprivation and SEND supplement within the 3 & 4 year old formula does allocate a small amount of additional funding. As a result, the primary function of the

Early Years SEND Inclusion Fund is to allocate Element 2 funding to children with emerging SEND.

- So we define Element 2 as an amount per child per hour as follows:

$\text{£}6,000 / 25 \text{ hours (1 FTE) / 38 weeks} = \text{£}6.32 \text{ per hour}$ . So, for example:

A child accessing 15 hours early education entitlement per week, term time only, with 5 hours of funded support =  $\text{£}6.32 \times 5 \times 38 = \text{£}1,201$  (this would equate to 33% funding).

A child accessing 30 hours early education entitlement per week, term time only, with 15 hours of funded support =  $\text{£}6.32 \times 15 \times 38 = \text{£}3,602$  (this would equate to 50% funding).

10. **Decision 4** – The number of weeks or terms that support is to be funded for and the expiry date. This would be determined by the Panel, taking account of the pupil's age, needs-assessment and timescale for transfer into reception. We would typically expect the time period to be expressed in terms e.g. 1, 2 or 3 terms and we would expect all funding decisions to be reviewed at least annually. Funding is non-transferrable between providers and would cease when a child leaves a provider. Where a child leaves a provider part way through a half term then there would be a grace period for the remainder of that half term. The provider must inform Bradford Council if a child in receipt of Inclusion Funding leaves their setting/school. Any additional unspent funding after the end of that half term would be reclaimed by Bradford Council. Funding will cease when an EHCP is put in place.

# RESPONSES FORM

## Consultation on the Early Years Single Funding Formula 2021/22

Name \_\_\_\_\_ Setting Name \_\_\_\_\_

**THE DEADLINE FOR RESPONSES TO THIS CONSULTATION IS WEDNESDAY 3 FEBRUARY 2021**

Please send completed questionnaire responses to:

School Funding Team  
City of Bradford Metropolitan District Council  
1st Floor, Britannia House,  
Hall Ings  
Bradford  
BD1 1HX

Tel: 01274 432678  
Fax: 01274 435054  
Email: [schoolfundingteam@bradford.gov.uk](mailto:schoolfundingteam@bradford.gov.uk)

Please complete the questionnaire by marking the appropriate boxes. There is a space below each question for you to record comments.

---

**Question 1 – Do you agree with the proposal to retain the existing timetabling and counting arrangements for the operation of Bradford’s EYSFF in 2021/22 (see Section 1 paragraphs C through to G (pages 9 to 13) and Section 2 (page 16))? If not, please can you explain why not.**

**Strongly Agree**  **On Balance Agree (some reservations)**  **Strongly Disagree**

If not, please provide further explanation here:

**Question 2 – Do you have any comments on how we could improve our proposed operational and counting arrangements?**

Please comment here:

**Question 3 – Do you agree with the proposal to continue to fund the 2 year old entitlement on a single flat rate without additional supplements (see Section 2 page 16)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 4 – Do you agree with the proposal to set the value of the 2 year old Universal Base Rate in 2021/22 at £5.36 per hour, which 100% passes onto to providers without deduction the rate of funding allocated to Bradford by the DfE (see Section 2 page 16)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 5 – Do you agree with the proposal to set the value of the 3&4 year old Universal Base Rate in 2021/22 at £4.25 per hour, which fully passes onto to providers the £0.06 uplift in the rate of funding allocated to Bradford by the DfE (see Section 1 page 8)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 6 – Do you agree with the proposal to continue not to operate within Bradford’s 3&4 year old EYSFF any supplements other than the Deprivation & SEND supplement? (see paragraph 1.12 page 4)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 7 – Do you agree with the proposal to pause further reducing the % of 3&4 year old funding that is allocated via the Deprivation & SEND supplement, retaining this at 8% in 2021/22 rather than reducing it to 7% as previously planned? (see paragraphs 1.9 and 1.10 page 2)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 8 – Do you agree with the proposal to increase the value of the Disability Access Fund (DAF) grant to providers from £615 to £1,000 in 2021/22 (see paragraph J page 14)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 9 – Understanding that we are not able at this time to confirm proposals for the protected funding of maintained nursery schools for the period September 2021 to March 2022, and that further consultation on this will be necessary, do you agree with the proposal to continue our existing protection arrangements for maintained nursery schools for the period April to August 2021 (see paragraph 1.12 page 4)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 10 – Do you agree with the Authority’s proposal to continue to use the holistic Early Years SEND Inclusion Fund approach that is set out in Appendix 2 (see page 23)? If not, please can you explain why not.**

**Strongly Agree**       **On Balance Agree (some reservations)**       **Strongly Disagree**

If not, please provide further explanation here:

**Question 11 – Are there any changes that you would like to see made to the Early Years Single Funding Formula that have not been proposed?**

Please comment here:

**Question 12 – Do you have any other comments that you have not made elsewhere in your response, including matters that you would wish to be included in the Authority’s review of the EYSFF going forward from April 2022?**

Please comment here: