

## INTRODUCTION

This policy incorporates the aims and values of our school mission statement, which is to provide a caring and positive environment where all young people are valued and supported through a personalised curriculum, which challenges and inspires individuals to achieve their full potential. This is reflected in WSAPC's commitment as a school and the aspirations of our school staff to address and overcome socio-economic factors – or any other external factor – which may hinder pupil progress and attainment, and ultimately affect their life chances.

The school recognises that not all pupils who are eligible for pupil premium are underachieving, while some pupils may be underachieving and not eligible for pupil premium funding. It is school policy to plan, adapt and prepare for any individual, or group, in which any area of under-performance is evident. The school does not use this policy to displace current strategies to intervene and support its pupils. Some pupils may be achieving well, but will be entitled to funding to enhance their future educational aspirations and achievements.

The nature of an alternative provision prevents clear projection of pupil premium funding and allocation. Pupil Premium (FSM/Ever 6) / Pupil Premium Plus is allocated to WSAPC in the following ways:

- A proportion of funding allocated directly to WSAPC at the beginning of the financial year, based on true figures reflected in the January census data.
- A proportion of funding allocated to a young person is diverted to the WSAPC when a child changes placement / is temporarily registered solely with the College. In the majority of cases, the registered mainstream school retains the full grant, however subject to fund availability; requests for transfer of funds could be actioned.
- Pupil Premium Plus (CLA) funding is retained by the Virtual School and all identified interventions for PPP funding to go via the Virtual School the young person's PEP.

The Assistant Headteacher: Curriculum Co-ordinator will be responsible for monitoring the gap between disadvantaged pupils and their peers, with a purpose of ensuring that all pupils successfully progress both academically and socially.

## AIMS

To provide all pupils with fair and equal opportunities to achieve and excel in all areas of the curriculum; using and applying the most effective pedagogy, (see Teaching & Learning Policy), supported by use of additional, delegated funding.

To work in partnership with families and pupils eligible for pupil premium, to plan, monitor and evaluate support and intervention in order to secure individual progress and achievement.



To work with external partners and organisations to provide additional support for the social, emotional, health and wellbeing of all pupils with potential barriers to learning and achievement.

To ensure governors fulfil statutory responsibilities to make effective use of pupil premium funds in order to impact positively on pupils' achievement and attainment.

## **SYSTEMS, PROCEDURES AND PRACTICE**

Under the strategic leadership of Senior Leadership Team, the operational management of the school's policy for pupil premium is led by the Assistant Headteacher: Curriculum Co-ordinator and Heads of Centres (Assistant Headteachers). Pupils are identified on admission to WSAPC and Heads of Centres notified accordingly. Appropriate support should be put in place as required.

The team consists of the following members:

- Co-Head Teachers
- Business Manger
- Assistant Headteacher: Curriculum Co-ordinator
- Assistant Headteachers: Heads of Centres
- SENCOs
- Finance Assistant

Each member has specific responsibilities, which include sharing and monitoring the impact of any funded support and/or intervention.

### **Policy Leaders**

- **Co-Head Teachers**
- **Business Manager**

### **Co-Head Teachers**

The Co-Head Teachers are designated policy leaders for pupil premium and will take overall lead responsibility for ensuring staff, governors, pupils and families remain informed and up-to-date with all developments relating to pupil premium. This will include:

- Developing robust systems and procedures for planning, monitoring and reviewing the impact of pupil premium
- Ensuring appropriate allocation and use of funding for pupils training for staff and governors
- Providing individual guidance and support for staff to ensure most effective impact of funding
- Providing regular, detailed and comprehensive information for governors, West Sussex County Council and the DFE.



### **School Business Manager**

- Monitor allocations / delegation of funding for pupil premium and pupil premium plus
- Provide information on allocation for pupil premium funding via the school website and reports to governors
- Work with designated staff to monitor impact and evaluate against set targets

### **Operational Leaders**

#### **Assistant Headteacher: Curriculum Co-ordinator**

- Provide termly pupil premium progress reports for the Senior Leadership Team and governors
- Provide appropriate support and guidance for staff when planning pupil premium targets and support
- Liaise with external partners and agencies, where necessary
- Monitor quality and impact of intervention, e.g. one-to-one support, mentoring, etc.

#### **Assistant Headteachers: Heads of Centre / SENCOs**

- Identify all eligible pupils as required and liaise with Curriculum Co-ordinator
- Arrange meetings with parents and pupil re: needs analysis where required
- Identify suitable cost effective interventions / resources and complete PP plan, incorporating an estimate of funding, clear targets, how the impact will be monitored and evidenced.
- Arrange reviews with parents / multi-agencies as required
- Work with pupils, parents and senior leaders to plan, implement and monitor the impact of the agreed support and intervention plan for children eligible for pupil premium
- Ensure classroom support assistants are fully prepared to assess the progress and learning outcomes for all pupils, including those requiring additional support
- Take prompt action to inform senior leaders of any areas where a child's progress or performance may be directly – or adversely – affected by social or economic disadvantage
- Maintain a record of pupil progress and impact of mentoring, and provide feedback to the class teacher
- Work with the admin. assistant and deputy headteacher to monitor pupil attendance
- Liaise with external partners and agencies, where appropriate
- Seek to promote the personal wellbeing of pupils and their involvement in the wider opportunities available through the extended curriculum
- Work with class teachers, pupils and parents in supporting provision for pupils

#### **Finance Assistant**

- To enter income and expenditure accurately into the schools accounting system and provide support to designated leads on monitoring of financial aspects.



**Governors**

- The designated link governor for pupil premium will act on behalf of the governors and board of directors to monitor and review the progress and impact of pupil premium funding. This will involve meeting with the Assistant Headteacher: Curriculum Co-ordinator and/or the SENCOs to evaluate individual pupil plans and subsequent impact on progress and attainment; evaluating termly reports from senior leaders; participating in discussions with pupils, where appropriate, with a focus on learning and success

<b>CREATED</b>	<b>April 2016</b>
<b>ADOPTED BY THE GB ON:</b>	<b>June 2016</b>
<b>REVIEW DATE:</b>	<b>September 2018</b>