

Education Department Policy

Title	Jersey Premium Policy
Issued	September 2017
Last Updated	First Edition
Review date	July 2018
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1. Overview

Jersey Premium funding has been introduced to help all children get the very best from their education, regardless of their socio-economic background or barriers to learning. The funding is a commitment from the States of Jersey to ensure that every pupil has an equal opportunity to access the full curriculum, to receive high-quality teaching tailored to their needs and to perform to the best of their ability. Schools will strive to raise the aspirations and educational attainment of all pupils, regardless of their eligibility for Jersey Premium.

This policy sets out the criteria for Jersey Premium eligibility, requirements for each school receiving Jersey Premium funding and associated accountability measures.

2. Scope

This policy applies to all States funded primary schools, secondary schools and colleges in receipt of Jersey Premium funding.

3. Responsibilities and distribution

Head teachers, senior school leaders, and classroom teachers should follow this policy in planning, implementing, monitoring and evaluating Jersey Premium.

4. Jersey Premium budget

The States of Jersey have confirmed the following funding for Jersey Premium to the end of 2019:

	2017	2018	2019
Total Jersey Premium Funding Allocation	£1,903,696	£2,156,696	£2,494,696

Jersey Premium funding is allocated to schools on a per pupil basis for Nursery to Year 11. These allocations account for the majority of each year's funding, with a small budget held by the Education Department to cover staffing, training, central resources and contingencies.

The rates payable per pupil will be set each year after taking account of the budget available and the estimated number of eligible pupils. Per pupil rates will be weighted more heavily in favour of pupils who are LAC and Primary pupils.

During the 2017-18 academic year Jersey Premium will be piloted at Post-16 with selected schools/colleges. Pilots will be funded via a fixed-sum Jersey Premium grant and not on a per pupil basis.

5. Eligibility and identification of pupils

5.1. Eligibility

Schools will receive Jersey Premium funding on a per pupil basis for:

1. Pupils who are Looked After Children (LAC)¹
2. Pupils who live in a household which has claimed Income Support for a period or periods totaling at least 12 months within the last five years
3. Pupils who live in a 'Registered' household that would otherwise be eligible to claim income support, except that they have not yet lived in Jersey for five years continuously

The Education Department will continue to monitor the eligibility criteria and may revise these to ensure that Jersey Premium funding is targeted appropriately.

5.2. Identification of pupils

The Education Department will provide schools with lists of their on-roll pupils who are eligible for Jersey Premium twice each year. These lists will be normally shared with schools by early October and early January each year. Pupils will not be removed from the list issued in January if they were named in October.

5.2.1. Looked After Children (LAC)

Details of pupils who are LAC are known to the Education Department as part of the normal administration of schools. Pupils who are known to be LAC will be automatically added to the Jersey Premium pupil list.

Looked After Children who have been placed off-island remain the responsibility of Children's Services. Arrangements will be made for the English or Welsh schools, at which Looked After Children from Jersey are being educated, to receive Jersey Premium funding at the Jersey LAC rate following a valid request in writing to the Education Department.

¹ A Looked After Child is defined as any person under the age of 18 years, who is:

- A) subject to a Care Order, Interim Care Order, or Emergency Protection Order OR
- B) not subject to any legal orders but a person with parental responsibility has agreed to them living with foster carers, in a residential home or with a family member and signed a consent form OR
- C) not subject to any legal orders but has signed their own consent form

5.2.2. Pupils living in eligible Income Support households

All children living in households claiming Income Support are recorded by the Social Security Department. The Social Security Department and the Education Department have entered into a Data Sharing Agreement to enable information to be shared between them to determine Jersey Premium eligibility.

Before eligible pupils who qualify under the Income Support criteria (Section 5.1 above) are identified to schools by the Education Department, parents will be given an opportunity to express a preference for their child(ren) to not be added to these lists. This preference must be received in writing and formally recorded by the Education Department to ensure that eligible pupils are not automatically identified to schools. When parents express this preference before the Jersey Premium pupil lists and associated funding is released to their child(ren)'s school(s), their child(ren) will not be added to the list and no funding will be awarded with respect to their eligibility for Jersey Premium.

Parents from households claiming Income Support may choose to express this preference at any time, whether or not their child(ren) is currently eligible for Jersey Premium. Where a currently ineligible household asks for their child(ren) to not appear on the Jersey Premium pupil list, this preference will be recorded and referred to if the family subsequently become eligible.

Jersey Premium funding cannot be backdated if parents/guardians later decide that they are happy for their child(ren)'s names to appear on the Jersey Premium pupil list. This decision cannot be changed until the following funding year.

Parents who do not want their child(ren) to be added to the Jersey Premium pupil list for 2017-18 must contact the Education Department in writing by Friday 29 September 2017. Any preferences received after this date may result in the child(ren)'s name appearing on the Jersey Premium pupil list and their school receiving one year's funding at the applicable rate. The child(ren) will then be removed from the updated pupil list provided to schools during the following autumn term.

5.2.3. Pupils living in 'Registered' households

Schools will be provided with a simple questionnaire to use with 'Registered' families (those who have not yet attained five years of continuous residence and are not 'Licensed'). This tool provides a proxy for determining eligibility for Income Support and therefore Jersey Premium. Participation in this process is purely voluntary. A family completing the questionnaire will be deemed to have given their consent for their child(ren) to appear on the Jersey Premium pupil list if they prove eligible.

The eligibility questionnaire will be available from schools and the Education Department. It will be available in English, Portuguese, and Polish and will be translated into other languages as required. Children from qualifying 'Registered' households will remain eligible for Jersey Premium under Criteria 3 (See Section 5.1 above) until they have attained five years residence.

Registered families who prove ineligible after completing the questionnaire, may complete this again if their circumstances change.

After five years continuous residence, children from previously eligible 'Registered' households will continue to be eligible for Jersey Premium for a further year. After six years of continuous residency, these children will only continue to qualify for Jersey Premium if their household has been in receipt of Income Support for a period, or periods, totaling 12 months or more.

6. Allocations to schools

Jersey Premium funding will be released to schools by the Education Department on an annual basis each January. This will follow the identification of eligible pupils in the autumn term and the beginning of the spring term.

Jersey Premium funding will not follow pupils who move to a new school during the academic year ('In Year Transfers'). Schools are therefore expected to factor into their planning the potential arrival and departure of Jersey Premium pupils during the academic year. Due to the off-set between the academic and funding years, schools will need to apply Jersey Premium funding allocated for the year group departing in the summer term for the benefit of its incoming cohort in September.

7. Transition and admission

The Education Department will provide schools with details of Jersey Premium pupils who are transitioning between different phases of education or transferring schools during the academic year (In Year Transfers).

Families applying for an 'In Year' transfer will be advised that their child(ren)'s name(s) will be added to the Jersey Premium pupil list if they are (or subsequently become) eligible for Jersey Premium via the Income Support criteria (See section 5.1 above), unless they contact the Education Department.

Families arriving in Jersey for the first time, will be informed about the opportunity to determine their eligibility for Jersey Premium by completing a short questionnaire, when they apply for a school place.

8. Terms on which Jersey Premium funding is allocated to schools

8.1.1. Use of Funding

It is for school leaders to determine how Jersey Premium funding is used. The Education Department will hold schools to account for the impact of the funding on their eligible pupils. The Department will provide schools with resources, guidance, support and challenge to ensure that they are using the funding in an effective, evidence-based way that will best meet the needs of their eligible pupils. Jersey Premium funded interventions are expected to improve the educational outcomes of pupils eligible for Jersey Premium.

8.1.2. Accountability

In a challenging funding climate, the Education Department will work with schools to support them in rigorously evaluating the impact of their use of Jersey Premium funding to benefit pupils, whilst also ensuring value for money.

Every school in receipt of Jersey Premium funding must therefore:

1. Publish an annual 'Jersey Premium Strategy' for the financial / calendar year by 31 January. This should set out the rationale and evidence for their use of Jersey Premium funding and the initiatives planned as well as describing how it meets the needs of the school's pupils and the expected outcomes.
2. Publish an annual evaluation of the implementation of its Jersey Premium Strategy for the previous financial / calendar year by 31 January of the following year. (E.g. The 2017 financial/calendar year must be evaluated by 31 January 2018.) This should reflect on the implementation of the Jersey Premium Strategy and report on the impact achieved with regard to the initiatives delivered and use of Jersey Premium funding.

These documents should be developed in sufficient details to allow for internal school use and to facilitate the Education Department's ongoing monitoring of Jersey Premium. Schools may need to publish cut down versions of these documents on their websites each January to ensure pupil confidentiality is maintained.

Templates and examples of Jersey Premium Strategy and Evaluation documents are available for schools to access from the Education SharePoint site.

Accountability for Jersey Premium will also include the following:

- The attainment of Jersey Premium pupils in relation to their peers will be reflected in the School Data Report produced by the Education Department and published on each school's website
- The Education Department will continuously monitor, support and challenge all schools and will intervene if necessary where the use and impact of Jersey Premium is ineffective
- Schools will be held to account for the application of Jersey Premium funding and the impact this has on eligible pupils' progress, attainment and wider outcomes

Support from Professional Partners

Professional Partners support schools in their use and impact of Jersey Premium funding. They do this through:

- Support in writing the school's annual Jersey Premium Evaluation
- Support for shaping the school's Jersey Premium Strategy
- Monitoring, challenge of support for Jersey Premium activity and strategy during regular visits
- Where there are concerns, Professional Partners may nominate a school leader with a successful track record in improving outcomes for eligible pupils to work with the school. Professional Partners should be involved in the design and monitoring of an Action Plan, arising from their partnership with such schools
- Where no improvements are made, the school may be referred to the Education Department
- The Education Department may step-in to determine the application of Jersey Premium funding if the school is judged to not have the capacity to improve its Jersey Premium Strategy and positively impact the progress and attainment its of eligible pupils.

9. Allocation and payment arrangements

As the financial year for schools runs from January to December, Jersey Premium will be funded and evaluated on a financial rather than an academic year basis. Funding will be released to schools on an annual basis each January. Where there is a delay in confirming the eligibility of certain pupils, their funding may be released on an ad-hoc basis and back dated to the beginning of that year.

10. Record keeping

Schools are expected to fully account for the use of Jersey Premium funding and should maintain the records necessary to document all expenditure.

11. Privacy

Schools need to remain aware that when pupils are identified as eligible for Jersey Premium, this status necessarily conveys socio-economic information about their family background. Schools will be issued with guidance regarding good practice in discussing Jersey Premium within the school context and with families.

Issued by	Education Department
Author:	Project Manager
Date:	First issued: September 2017 Revised edition: