**SEND Funding Tools**



**BACKGROUND:**

We have developed two funding tools to help schools articulate how much they are spending on SEND.

1. Notional SEND Funding Tool – this looks at your whole school and the total cost of your special educational provision
2. SEND Additional Support Calculator – this looks at individual children and the cost of their individual special educational provision

The tools have been designed to help you, as head teachers and SENCOs, quantify how your school’s notional SEN budget is spent and how much you are spending on support for individual children.

This can be useful in helping to plan whole school provision, including intervention groups and use of staffing. It can also be useful for schools seeking top-up funding for individual children.

NB: Special educational provision is anything that is ‘additional to or different from’ the provision that is made for all children.

**THIS GUIDE:**

This guide provides:

* Information about SEN funding
* Guidance for seeking element 3 top-up funding from localities
* Details of assumptions used in the funding tools
* Guidance about using the two tools

**SEN FUNDING:**

Every school receives additional money within their overall budget to help make special educational provision to meet children’s SEN. This is called the notional SEN budget (or Element 2 funding).

The amount your school receives in its notional SEN budget is based on a formula agreed between the Schools Forum and Sheffield City Council. In Sheffield this formula follows a model provided by central government. The formula usually gives more money to schools that have more children on free school meals and more children who are not doing as well as others in English and Maths. This gives a good guide to how many children with SEN a school is likely to have.

**National funding guidance advises that schools are required to use their notional SEN budget to pay for up to £6,000 worth of special educational provision to meet an individual child’s SEN.** (Most children with SEN need special educational provision that comes to less than this).

Each individual school will receive details of their notional SEN within their overall budget.

The SEND Code of Practice states that SENCO’s should be aware of their school’s notional SEN budget in order to plan to meet SEN needs. The SEND Code of Practice also advises that schools should consider their entire budgets when planning for SEN provision.

**High Needs Funding (Element 3, top-up funding, also referred to as locality funding)**

If a school can show that a pupil with SEN needs more than £6,000 worth of special educational provision, it can ask for top-up funding to meet the cost of provision. If agreed, the cost is provided from the local authority’s high needs block.

**In Sheffield, the responsibility for allocating high needs funding has been delegated from Sheffield City Council to localities. Each locality will do this in the same way from April 2020, through the Locality SEND processes. This process has been known as locality funding.**

Information about these processes is available at: [www.learnsheffield.co.uk/inclusiontaskforce](http://www.learnsheffield.co.uk/inclusiontaskforce)

**GUIDANCE FOR SEEKING ELEMENT 3 TOP-UP FUNDING FROM LOCALITIES:**

To receive locality funding children must:

* Have an EHC Plan or a MyPlan, or be in the process of getting one; or
* Be new to Sheffield; or
* Have rapidly changed needs.

Before providing additional funding, localities will ask for evidence of the cost of educating a child with SEND and how the school has used its notional SEN funding to do this.

If your school is applying for locality funding it should be able to evidence what it is already spending on a child. This could be done using the SEND additional support calculator. You can also use the Notional SEN Funding tool to evidence that you have used the funding you have available to you across the whole school.

Please note that we do not require you to use these tools, but they will be of benefit in evidencing that additional funding is required.

Locality SEN leads can help you use the tool if needed.

\* Please note that, in rare cases, localities may consider allocating top-up funding for children where schools cannot evidence the £6,000 spend. For example an in-year arrival, or where the needs of a cohort are particularly unique.

**ASSUMPTIONS USED IN THE FUNDING TOOLS:**

The Notional SEND Funding Tool and Additional Support Calculator include standard costs relating to teaching staff and therapeutic support. The local authority has used mid-points on salary scales as standard costs. Where a salary scale has an even number of points, the higher mid-point has been used.

Standard salary costs provided by the local authority incorporate the following:

* Term time working, including annual leave costs
* On-costs for salaries
* Agreed national salary increases

**GUIDANCE ABOUT USING THE FUNDING TOOLS**

The funding tools include instructions. These are found on the first tab.