



Policy Number: CRA-AP-032
Issue / Version No. 1.0

Pupil Premium Policy

Current Status:
FINAL

Ratified

Compliance:

**All members of Chandlers Ridge Academy staff will follow Academy policies.
The consequences of non-compliance may include disciplinary or legal action.**

Document Control

Application	This policy pertains to all activities undertaken by all staff at Chandlers Ridge Academy
Associated policy reference and title	
Date of ratification	
Date to be reviewed	June 2021
Replacing	Pupil Premium Policy 2019
Policy Lead	Nick Pentney
Members of working party	Louise Lidgard, Naomi Bryant

Consultation Audit Trail

Name	Role	Version	Date
Louise Lidgard	Assurance	V0.2	
Board of Directors	Assurance	V0.2	

Change Log

Summarise the major changes between versions below

Pg/Section	Change	Version	Date
	Complete re-write.	V0.1	April 2017
4.2	Clarification of social and emotional needs support	V0.1	22/5/17
4.2.2	Change to interventions	V0.2	March 2020
4.2.4	Change to contacting parents	V0.2	March 2020
4.3.1	Changes to monitoring of PP children	V0.2	March 2020
5.1.5	Change of title from School Business Manager to School Office Manager	V0.2	March 2020
all policy	Change from Directors to Governors	V0.2	March 2020

Version 0.2

Date Ratified LGB

Ratified By

Date to be Reviewed March 2021

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Chandlers Ridge Academy

Pupil Premium Policy

1. Introduction

1. All staff and directors, are committed to meeting the pastoral, social and academic needs of all pupils within a caring environment.
2. We ensure that appropriate provision is made for pupils who belong to vulnerable groups this includes the needs of socially disadvantaged pupils. A child that is considered to be socially disadvantaged is entitled to develop to their full potential. We recognise that not all pupils who receive free school meals will be socially disadvantaged.
3. At Chandlers Ridge Academy we aim to use our Pupil Premium funding to ensure that families and children who qualify for the additional funds have opportunity to experience everything we have to offer as a school.
4. We believe that every child should be afforded the opportunity to take part in activities which others access.
5. We ensure that our Pupil Premium money is spent on diminishing the gap educationally, socially and culturally.
6. We endeavour to provide appropriate provision for pupils who belong to vulnerable groups.
7. In making provision for socially disadvantaged pupils, we recognise that not all pupils who receive free school meals will be socially disadvantaged.

2. Scope of Policy and Objectives

- 1 This policy outlines
 - a. who qualifies for Pupil Premium funding;
 - b. where Pupil Premium money is spent;
 - c. and who has responsibility for the spending and management of Pupil Premium funds.
- 2 This policy should be read in conjunction with the Pupil Premium Impact statement which provides detailed analysis of where money is allocated and the impact on children's progress throughout our school.
- 3 The Early Years Pupil Premium is also included in this policy, explaining how funds are used within the EYFS.

3. Responsibilities

1. LGB: The LGB has overall responsibility to ensure that policies and procedures are in place for the processes associated with the Chandlers Ridge Academy.
2. Head Teacher: The Head Teacher has responsibility to ensure that operational services are suitably established to provide the processes associated with the Chandlers Ridge Academy to ensure that all staff and volunteers understand and comply with the service provision.

- 1 Senior Leadership Team: Each Senior Leader is responsible for ensuring that the policies and procedures are adhered to within their area of accountability.
- 2 Teachers: Each Teacher is responsible for ensuring that the policies and procedures are adhered to within their area of accountability.
- 3 All Staff and volunteer helpers: All staff and volunteer helpers within the scope of the policies and procedures are responsible for the implementation of the policy within their own area of accountability
- 4 Parents and Carers: All parents and carers have responsibility to co-operate with school staff as the policy is implemented.

4. Key Themes – Pupil Premium

4.1 Who is Pupil Premium allocated to?

- 1 The Pupil Premium is allocated to children from low-income families (including where a parent may have been made redundant) who are known to be eligible for Free School Meals (FSM), for children who have been looked after continuously for more than six months, and children of service personnel. Where circumstances change, for example, a parent secures work, children remain on the Pupil Premium register for the next 6 years. This is known as Ever6.
- 2 Eligibility for Pupil Premium funding can be checked by school or by individual parents and carers. Both parents and carers need to provide school with their date of birth as well as National Insurance Number, or check with the school's confidential free school meal service; 01642 526605 email freeschoolmeals@stockton.gov.uk.¹

4.2 How is Pupil Premium funding spent?

- 1 Pupil premium money is spent in a variety of ways based on the individual needs of the pupils who qualify for the funds. Each child is allocated a budget pot against which funds can be spent on items such as:
 - a. The ordering and purchase of school uniform.
 - b. Extracurricular school clubs such as French, Spanish, Musical Theatre, music tuition and sports.
 - c. School trips and residential holidays.
- 2 The remainder of the Pupil Premium Grant is then allocated to children for planned interventions, such as Word Wasps, phonic or reading skills, 1:1 and group support for children's social and emotional needs.
- 3 The Pupil Premium Leader meets with class teachers once a term to discuss the progress of the children. At this meeting, the class teacher is able to request any resources (e.g. revision guides), additional support or intervention groups needed for a child.
- 4 The Pupil Premium Leader also contacts parents and carers, twice a year to discuss how school can support families further.
- 5 Pupil Premium funding can also be used to provide other agencies to support children with social and emotional needs. For example, Play Therapy, Daisy Chain, Family Therapy or Speech Therapy.
- 6 In Early Years Foundation Stage (EYFS), parents and carers are offered support with clothing as well as school trips. The remainder of funds is to provide resources within the classroom or outdoor which will enhance a child's learning journey throughout the EYFS.

¹ <http://chandlersridge.org.uk/about-our-academy/confidential-free-school-meals-helpline/>

4.3 Impact of Pupil Premium

1. The impact of Pupil Premium expenditure is measured formally on a termly basis. Teachers present data and evidence of Pupil Premium children's progress in a meeting with the Head Teacher and Assistant Head Teacher (also Assessment Leader). The children's academic progress is discussed as well as their social and emotional development. Should further support need to be provided for the children, this is then decided at the Pupil Progress meeting. If any intervention groups have not proved successful, then these are changed with immediate effect. In addition to this, teaching staff keep a record of assertive mentoring strategies they are using with children, end of term assessments and attendance. These are kept in a central file in the school's network.
2. Parents and carers are kept informed of their child's progress throughout the year with an initial target report, interim report, two parents' evenings and an end of year report. Parents and carers are invited on an informal basis by class teachers should there be need to meet at any other point.

5. Roles and responsibilities

5.1 Systems, Procedures and Practice

1. All class teachers have the ultimate responsibility to ensure Pupil Premium children make good or better progress throughout the year.
2. Any intervention or additional support and resources are highlighted by the class teacher.
3. The Head Teacher and Assistant Head Teacher (Assessment Lead) as well as the Pupil Premium Leader, ensure that teachers are planning and delivering challenging work for the Pupil Premium children, as well as monitoring the impact of any additional support given.
4. The Pupil Premium Leader is responsible for communication with parents and carers through letters, emails, telephone calls and meetings.
5. The School Office Manager and Pupil Premium Leader have responsibility to ensure the Pupil Premium budget is set at the outset of the academic year that monies spent are tracked against individual pupils and is spent effectively.
6. All Pupil Premium resources must be sent to the Pupil Premium Leader and the School Office Manager.
7. The Pupil Premium Leader has responsibility to report to the LGB twice a year on the impact of the Pupil Premium Expenditure and any new initiatives for Pupil Premium children.
8. The Pupil Premium Leader has responsibility to write and publish online an annual impact statement for the Pupil Premium Grant allocation.
9. The link Governor for Pupil Premium is responsible for liaising with the Pupil Premium Leader and meeting once a term to discuss the progress of the children.

6. Implementation Pupil Premium

1. Chandlers Ridge Academy Governors, Head Teacher, Senior Leadership Team and Teachers are responsible for ensuring that this policy is effectively implemented.
2. This policy will be available on the Chandlers Ridge Academy Website².

² <http://chandlersridge.org.uk/policies/>

3. Anonymised Pupil Premium progress information is reported to the school Directors twice a year.
4. Detailed Pupil Premium information is found on the Chandlers Ridge Academy Website³.

7. Audit

1. This policy will be reviewed on a 2 year cycle or earlier if necessary.

³ <http://chandlersridge.org.uk/pupil-premium/>