



**HILLINGDON SCHOOLS FORUM
AGENDA
Wednesday 25 March 2026 @ 1pm
Ruislip Gardens Primary School
Stafford Rd, Ruislip HA4 6PD**

Item		Approx Timings	Lead	Paper/ Verbal
1.	Welcome, apologies & opening comments	5 mins	Chair	Verbal
2.	Minutes and actions from previous meeting 15.01.26 & 06.02.26	5 mins	Chair	Paper
3.	Membership Update & Proposal of Jaskamal Sidhu Executive Principal, Guru Nanak as Academy sector member.	5 mins	Chair	Verbal
3 Item for Consultation				
3a	High Needs Budget	15 mins	LH/KK	Paper
4. Items for Information				
4a	2025/2026 DSG Budget Monitoring	15 mins	LH/KK	Paper
4b	2026/2027 SEND Commissioned Places	15 mins	GB/DM	Paper
4c	Draft Policy on Supporting Schools in Financial Difficulty	10 mins	LH/PH	Paper
4d	MFG Disapplication 2026-27	10 mins	DM/LH	Paper
5. Items for Decision				
a)	Scheme for Financing Schools	15 mins	LH/PH	Policy
b)	2026/2027 Early Years budget and hourly rates	15 mins	LH/PR	Paper
6. AOB – Free School Update Non-Statutory Funding Update				
7. Next Meeting Date				
	Next meeting will be held on Tuesday 7 th July @ 1pm online		Chair	
8. Closing Comments				

Schools Forum Agreed Actions 06.02.26

Item	Action	Responsibility
2	Amendment to paragraph in Scheme of Financing to be amended – LH/PH to review	LH/PH
2	Academy members were asked to promote SF to colleagues as there are still four vacancies for academy representatives.	Academy Members
4	Strategic planning will be added to a future Schools Forum meeting agenda to be discussed at the start of the academic year.	AP/BS/HB

Schools Forum Agreed Actions 15.01.26.

Item	Action	Responsibility
3	Any member interested in becoming Vice-Chair to submit an expression of interest to BS/AP via the Schools Forum email.	All SF Members

3	Academy members were asked to promote SF to colleagues to fill the 4 vacancies.	Academy Members
3	Members were asked to discuss 14-19 partnership vacancy with colleagues.	All SF Members
4a	GB to provide a detailed breakdown of the outcomes for the children and impact The Skills Hub has with assurances on how the money is being spent.	GB
4b	LH to contact the NEU rep and ask for further level of information regarding the work that has been carried out. This information will be shared, and a decision can be made at the next meeting.	LH
6b	KK agreed to send a detailed written confirmation of the projected year-end figures for SENIF will be.	KK
6b	PR to send out the consultation for early years funding, to be concluded by 28 th February.	PR
7	Pamela Hawtree is to lead a working party of individuals from the maintained sector to go through this document and update it. Those interested in joining the group to contact LH	Maintained sector members
8	Any SF member who wishes to host the meeting on 24 th March are to email HB.	All SF Members

Voting Members

	ORGANISATION	ROLE	TERM ENDS
Maintained Nursery (1)			
Shabana Aslam	McMillan Early Childhood Centre	Headteacher	Sep 2026
Maintained Primary (6)			
Becky Broadhurst	Hayes Park School	Headteacher	Sep 2029
Vicky Jarvis	Field End Infant School	Headteacher	Sep 2029
Carly Rissen	Colham Manor	Headteacher	Sep 2028
John Buckingham	Glebe School	Governor	Sep 2028
Tony Eginton	Minet Infant & Nursery Schools and Hillside Junior School	Governor	Sep 2028
Phil Haigh	Cherry Lane Primary School & Meadow High School	Governor	Sep 2028
Maintained Secondary (1)			
Cathy Mosdell	Harlington School	Governor	Sep 2029
Maintained Special (1)			
Pearl Greenwald	Hedgewood School	Headteacher	Sep 2027
Academy Primary (4)			
Harshindar Buttar	The Park Federation	Principal – Lake Farm Park Academy	Sep 2027
Nicola Edwards	William Byrd School	Headteacher	Sep 2028
Nicola Kelly	Charville Academy	Headteacher	Sep 2029
Roseline Wilkinson	Charville Academy	Governor	Sep 2029
Academy Secondary (8)			
John Garner	Ruislip High School	Governor	Sep 2026
Roger Leighton	Partnership Learning Trust	CEO	Sep 2029
Liam McGillicuddy	Bishopshalt School	Headteacher	Sep 2027
Ben Spinks (Chair)	Middlesex Learning Partnership	CEO	Sep 2028
Vacancy x 4			
Special Academies (1)			
Sudhi Pathak	Eden Academy Trust	COO	Sep 2026
Alternative Provision (1)			
Craig Van-de-Velde	The Skills Hub	Interim Principal	Sep 2027
Private, Voluntary & Independent Early Years Providers (2)			
Elaine Caffary	4 Street Nursery	Nursery Manager	Sep 2028
Naazish Haq	Little Companions	Manager/Owner	Sep 2027
14-19 Partnership (1)			
Vacancy			
Diocesan Representative (1)			
Nicola Dallibar	St Andrews CofE Primary School	Headteacher	Sep 2029

Other attendees (non-voting)

NAME	REPRESENTING	ROLE
Nicky Bulpett	Ruislip Gardens	Headteacher
Louise Crook	Coteford Infant School	Headteacher
Graham Cunningham	Meadow High	Headteacher
Helen Brown	Warrender School	Headteacher
Dan Cowling	Oak Wood School	Headteacher
Jaskamal Sidhu	Guru Nanak	Executive Principal
Jo Palmer	Minet Junior School	Governor
Danny Gallup	the Ecclesia federation,	Governor
Officers		
Gary Binsteady	LA Head of Education & SEND Commissioning	
Helen Boundy	LA (Clerk)	
Luisa Hansen	LA Head of Children's Finance	
Pamela Hawtree	Lead Finance Business Partner	
Kamaljit Kaur	Lead Finance Business Partner	
Dominika Michalik	LA Assistant Director of SEND & Inclusion	
Steve Muldoon	Corporate Director of Finance	
Cllr Susan O'Brien	Cabinet Member for Children, Families & Education	
Abi Preston	LA Director of Education & SEND	
Philip Ryan	LA Portage & Families Information Service Manager	



**HILLINGDON SCHOOLS FORUM
MINUTES
Thursday 15th January 2026 at 1pm
Online – Via Teams**

Voting Members

NAME	ORGANISATION	ROLE	Attendance	TERM ENDS
Maintained Nursery (1)				
Shabana Aslam	McMillan Early Childhood Centre	Headteacher	Attended	Sep 2026
Maintained Primary (6)				
Becky Broadhurst	Hayes Park School	Headteacher	Attended	Sep 2029
Vicky Jarvis	Field End Infant School	Headteacher	Attended	Sep 2029
Carly Rissen	Colham Manor	Headteacher	Attended	Sep 2028
John Buckingham	Glebe School	Governor	Attended	Sep 2028
Tony Eginton	Minet Infant & Nursery Schools and Hillside Junior School	Governor	Attended	Sep 2028
Phil Haigh	Cherry Lane Primary School & Meadow High School	Governor	Attended	Sep 2028
Maintained Secondary (1)				
Cathy Mosdell	Harlington School		Attended	
Maintained Special (1)				
Pearl Greenwald	Hedgewood School	Headteacher	Attended	Sep 2027
Academy Primary (4)				
Harshindar Buttar	The Park Federation	Principal of Lake Farm Park Academy	Attended	Sep 2027
Nicola Edwards	William Byrd School	Headteacher	Attended	Sep 2028
Nicola Kelly	Charville Academy	Headteacher	Attended	Sep 2029
Roseline Wilkinson	Charville Academy	Governor	Attended	Sep 2029
Academy Secondary (8)				
John Garner	Ruislip High School	Governor	Attended	Sep 2026
Roger Leighton	Partnership Learning Trust	CEO	Attended	Sep 2029
Liam McGillicuddy	Bishopshalt School	Headteacher	Attended	Sep 2027
Ben Spinks (CHAIR)	Middlesex Learning Partnership	CEO	Attended	Sep 2028
Vacancy x 4				
Special Academies (1)				
Sudhi Pathak	Eden Academy Trust	COO	Attended	Sep 2026
Alternative Provision (1)				
Laurie Cornwall	The Skills Hub	Deputy CEO	Attended	Sep 2027
Private, Voluntary & Independent Early Years Providers (2)				
Elaine Caffary	4 Street Nursery	Nursery Manager	Attended	Sep 2028
Naazish Haq	Little Companions	Manager/Owner	Apologies	Sep 2027
14-19 Partnership (1)				
Vacancy				
Diocesan Representative (1)				
Nicola Dallibar St Andrews C of E Primary	St Andrews CofE Primary School	Headteacher	Attended	Sep 2029

Other attendees (non-voting)

NAME	REPRESENTING	ROLE
Nicky Bulpett	Ruislip Gardens	Headteacher
Louise Crook*	Coteford Infant School	Headteacher

Graham Cunningham*	Meadow High	Headteacher
Jo Palmer	Minet Junior School	Governor
Officers		
Gary Binstead	LA Head of Education & SEND Commissioning	
Helen Boundy	LA (Clerk)	
Luisa Hansen	LA Head of Children's Finance	
Pamela Hawtree	Lead Finance Business Partner	
Kamaljit Kaur	Lead Finance Business Partner	
Dominika Michalik	LA Assistant Director of SEND & Inclusion	
Cllr Susan O'Brien	Cabinet Member for Children, Families & Education	
Abi Preston	LA Director of Education & SEND	
Philip Ryan	LA Portage and Families' Information Service - Service Manager	

Item	
1.	<p>Welcome, apologies & opening comments.</p> <ul style="list-style-type: none"> • BS welcomed everyone to the meeting especially the new members. • Apologies for absence have been received from Naazish Haq.
2.	<p>Minutes & actions from previous meeting 07.10.2025</p> <ul style="list-style-type: none"> • Most actions on agenda from previous meeting have been completed, any outstanding items are included on this meeting's agenda. Details of actions are outlined on table at end of agenda. • Minutes of last SF meeting held on 07.10.2025 were AGREED as a true and accurate account.
3.	<p>Membership Update & Vice-Chair Nominations</p> <ul style="list-style-type: none"> • New SF members were warmly welcomed to the meeting. Representing the primary maintained sector are Vicky Jarvis, HT at Field End Infant School and Becky Broadbent HT at Hayes Park School. Cathy Mosdell, CoG at Harlington School has joined representing the secondary maintained sector. Cathy has previously been a member of SF. • Dan Cowling has stepped down from Schools Forum hence why Cathy Mosdell is now the representative for the secondary maintained sector. Dan's resignation has created the vacancy for Vice-Chair. The role is not too onerous, individual would be expected to attend a pre-meet prior to each SF. BS invited all members to consider submitting an expression of interest for this role. Ideally the role would be filled by a representative from a maintained school to maintain the balance of representation of Academies and maintained sector. BS or AP would be happy to discuss the role informally with anyone potentially interested. <p>Action: Any member interested in becoming Vice-Chair to submit an expression of interest to BS/AP via the Schools Forum email.</p> <ul style="list-style-type: none"> • Having amended and increased the number of members from the Academy sector, there are currently 4 vacancies – academy members were asked to promote these roles to colleagues. • A vacancy remains for a member for the 14-19 partnership, please discuss with any colleagues in this sector. <p>Action: Academy members were asked to promote SF to colleagues to fill the 4 vacancies.</p> <p>Action: Members were asked to discuss 14-19 partnership vacancy with colleagues.</p>
4. Items for Consultation	
a)	<p>The Skills Hub Charging Rates</p> <ul style="list-style-type: none"> • GB shared a detailed paper that outlined the review has taken place in regard to the commissioning of places at The Skills Hub (Alternative Provision). LA will no longer make upfront block bookings for permanently excluded (PEX) places, reducing commissioned places to 55 for 26/27 to be more in line with current needs but ensuring this maintains the viability of the Skills Hub whilst they complete their transformation work. • Additional services PST/Interim and post 16 will be stop being commissioned on a place plus top-up arrangement and will be commissioned on a block basis, with an SLA in place. • Due to the low numbers of primary aged pupils who have been excluded, The Skills Hub are to stop this provision. An average of just over one pupil have been accessing this over the year (made of several children in part time places). • The number of places for the secondary sector will also be reduced but have increased the top up value as this has been static. • PST places reduced from 20 to 10 places; these are all on part-time places. • Funding has reduced overtime in 23/24 funding was £2.4m on a block arrangement. In 26/27 value of £1.7m in line with the places that are needed.

	<ul style="list-style-type: none"> • Currently working with The Skills Hub to agree the SLA ensuring the service and quality is maintained. • SF member queried the costs that are associated with each place and requested forum is provided with a detailed breakdown of the outcomes for the children and impact The Skills Hub has, in order to provide assurances on how the money is being spent. <p>Action: GB to provide a detailed breakdown of the outcomes for the children and impact The Skills Hub has with assurances on how the money is being spent.</p> <ul style="list-style-type: none"> • LC clarified that the commissioned services that primary schools previously directly requested and pay for, for children at risk of exclusion are no longer available. However, this service is still available for secondary schools. • GB clarified that all children who are currently being supported at The Skills Hub will continue to be, any changes made to commissioning has no impact for existing children. • GB confirmed that the reduction in places matches the trend for PEX and if there were any spike in numbers, discussions would be had locally to accommodate them. • AP confirmed that the funding that is reclaimed from schools for excluded children is re-directed towards funding for tuition and The Skills Hub.
b)	<p>Distribution of Trade Union Funds held by LA</p> <ul style="list-style-type: none"> • £41K currently sitting in LA account that has accumulated over the years for trade unions when it used to be an HR function. NEC have submitted an invoice for £38K for the cost of one of their workers on a 0.4FTE contract. No details have been supplied for the work that has been carried out. • LH confirmed that no other union has made a claim. • SF members felt that further information regarding which schools are they supporting and what work has been done before agreeing to pay the invoice. Also felt that at the last meeting when forum voted against de-delegation an invoice for the value of the fund has now been submitted. <p>Action: LH to contact the NEU rep and ask for further level of information regarding the work that has been carried out. This information will be shared, and a decision can be made at the next meeting.</p>
5. Items for Information	
a)	<p>Summary of DSG Funding Allocations 2026/2027</p> <ul style="list-style-type: none"> • LH highlighted some of the details of the paper that was shared for information. • It appears schools have received a 2.8% increase, though this is not really the case when you take into account the two grants - the National Insurance contributions and the schools budget support grant that have been rolled into it, it is more like a 0.1% increase for schools on their budget. • Central services Schools Block (CSSB) allocation has decreased by £20k, primarily due to historical funding decreased by £70k, offset by an increase in pupil funding of £50k. Pupil numbers across the LA have decreased by just under 1100, although the funding rate has increased. • The LA is disappointed about this funding as significantly more was expected especially in Schools Block and High Needs.
b)	<p>2026/2027 Early Years budget and proposed hourly rates.</p> <ul style="list-style-type: none"> • PR highlighted some of the details of the paper that was shared for information. • Received more money than we initially expected, higher % of increases have been given than we had modelled for. This has resulted in a having a larger overall fund to work with. • Two items have been shared for consultation; both options have been discussed by the early years subgroup. <p>1) Decision to be made in terms of the funding rate for two-year-olds</p> <ul style="list-style-type: none"> • In terms of two-year old funding, they can be eligible for free provision if they are from a low-income household or the family are receiving working parent entitlement. LA is concerned that the low-income families are missing out on access to this provision as working parents are more attractive to childcare providers as they receive their free hours but are then able to purchase more. Look to incentivise providers by paying them more to take the low-income household children. By taking a slice of the deprivation supplement which is part of the hourly rate, just 1% off that has been able to fund this and offer a further uplift of £2.38/hr. <p>2) Decision to be made in terms of funding rate for three or four year olds.</p> <ul style="list-style-type: none"> • Currently settings get a base rate for this group with some additional funding for deprivation and SEN. The SEN supplement is ineffective and often doesn't reach the right children.

	<p>Intention is to eliminate the supplement and redirect to SEN inclusion funding (SENIF) eventually. The funding was reduced by 25% last year. The proposal set out 3 options- A no change, B, reduce by 15% and C- reduce by 25%. The sub-group though agreeing the principles behind the proposed changes preferred option A, no change and defer any changes for a year.</p> <ul style="list-style-type: none"> • Item for decision by forum:, The LA can retain a portion of the early years block for services performing a statutory function, therefore in line with this, a request of 3% is being made. EC endorsed giving the 3% as the support provided is invaluable across the schools and the PVI sector. • CR as Chair of the sub-group outlined that the SENIF funding hasn't been available all year following the review so we can't see how well it is used. Currently a £700K underspend – forum would like to understand what is happening to this fund, clearly want to have this money spent on the children and not swallowed back into the safety valve. By recommending option A, when we review it again, we will have had more time and data to look at which settings are and aren't accessing it. EC had some suggestions as to how we can increase the take up. AP confirmed that SENIF money comes from Early Years block funding and there is no risk of it going into safety valve. KK explained that there was an overspend last year and the underspend currently, but it is expected that the whole fund will be spent. KK agreed to send a detailed written confirmation of the projected year-end figures. <p>Action: KK agreed to send a detailed written confirmation of the projected year-end figures for SENIF will be.</p> <ul style="list-style-type: none"> • The consultation has to go out because our providers are waiting to find out what their budgets are. They can't plan for their year without their budget. <p>Action: PR to send out the consultation for early years funding.</p> <p>Proposal: Schools Forum members were invited to vote on whether to approve the LA retaining 3% from the Early Years block for statutory services.</p> <p>Decision: Schools Forum unanimously agreed for the LA to retain 3% of the Early Years block funding for statutory services.</p>
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6. Items for Decision

a)	<p>2026/2027 Schools Block budget & Funding formula</p> <ul style="list-style-type: none"> • LH highlighted details in the allocation paper of the schools block which is made up of the 2 grants the NI contributions and the schools budget support grant. • We are in line with the NFF and have been for a number of years. KK has completed the APT workings and most of the factors are at mid-range to higher within that funding. LH highlighted that there is a zero allocation towards the growth fund. • Numbers have been modelled based on 1% block transfer, (which SF rejected but are awaiting the outcome of the disapplication). The numbers are provisional because if this is rejected by the Secretary of State the numbers will be reworked. • The APT will be submitted next week and a paper is prepared for council to approve at cabinet on 19th February. • The fall in roll is significant for 26/27; there are 1087 less pupils which will have a significant impact on schools – some are more adversely affected than others. • KK confirmed that the factors in both 25/26 and 26/27 are the same, so we are comparing like for like. • The finalised budget will be shared for the March Schools Forum meeting. <p>Proposal: Schools Forum members were invited to vote on the provisional budget and whether they were in agreement with the NFF factors (appendix A) and that zero allocation has been made to the growth fund.</p> <p>Decision: Schools Forum unanimously agreed to the provisional budget with the NFF factors and that zero allocation has been made to the growth fund.</p>
b)	<p>2026/2027 Central Schools block budget</p> <ul style="list-style-type: none"> • LH outlined that the unit funding has increased by £2.36 but due to the drop in pupil numbers (1087) the impact despite receiving an increase of £50K for ongoing responsibilities, the historical amount has decreased by £70K with the net change is overall £20K increase • The allocation for this year is £2.4m. Pupil funding is £2.2m, with historical commitments just over £200K. Papers show the breakdown of how that funding will be spent, which totals £2.4m.

	<ul style="list-style-type: none"> • All in line with expenditure and clear break down and in line with legislation. • BS requested clarification on the historical commitments which included ongoing redundancy costs in 2013-2014. KK confirmed that these are correct and it relates to contributions to pension for those that took early retirement. • It was noted that considerable work has taken place to be more transparent with forum about how the CSSB is allocated and spent in this paper to ensure members have all of the information. <p>Proposal: Schools Forum members were invited to vote on the 2026/2-27 whether they were in agreement with the Central Schools block budget.</p> <p>Decision: Schools Forum unanimously agreed to the Central Schools block budget.</p>
7	<p>AOB</p> <p>Outline process for agreeing next year's Scheme of Delegation for Financing Schools</p> <ul style="list-style-type: none"> • BS noted that the scheme does not apply to Academies, so this is an item for the Maintained sector members. • Some wording was changed in section 4.5 and 4.9 in regard to schools setting deficit budgets or those that have historic deficits. Previously mentioned that there are now in deficit, therefore, needs a scheme for financing schools that set out how this is managed. • LH had amended some wording and also shared a link to the SRMA a free resource to go through an independent financial review. • LH reiterated the LA are keen to build a collaborative working relationship with schools. • TE highlighted some issues throughout the scheme of delegation with out-of-date references and inaccuracies. Suggested that the whole document needs to be reviewed not just individual sections amended. <p>Action: Pamela Hawtree is to lead a working party of individuals from the maintained sector to go through this document and update it thoroughly for FY 2026/27. LH requested anyone interested in joining the group to contact her.</p> <ul style="list-style-type: none"> • LH noted that the Licence Deficit paper went to Cabinet in December and it was approved. The cabinet has now written to schools that have a deficit and Pamela is leading on supporting everyone with their recovery plans. • LH also noted the concern about the timing of this paper and has spoken to Democratic Services; in future this paper will go to Cabinet in June/July so it is better in line with budget setting timescales. • Members noted that letter that was sent to the 15 schools in deficit did not have a collaborative tone and gave no acknowledgement to the amount of money the school has paid back. It did not feel in any way collaborative. Also noted there was a hanging sentence about what might happen if schools couldn't turn it around. Feel that the communication from the LA could be significantly better. Also queried what capacity does the finance team now have to sufficiently support schools in the way proposed. • LH apologised for the tone of the letter, but with Pamela Hawtree having joined the team there is additional capacity and she will be working directly with schools in deficit and has already met with one of them. • GB reiterated LH's point that the teams are working hard to foster the positive relationships and working in partnership with schools. If anybody is disappointed or has any comments about any communication, they receive from any of us across the council please do feed this back to the leadership team. • BS felt as the document is going to receive a complete review, for next year, it was important to get FY 2025/26's agreed. Rather than work through the bullets and text which had been added point by point, which would take some time, he suggested maintained representatives voted either to agree everything which had been inserted at 4.5 and 4.9, or to amend the document so that 4.9 finished after the sentence which set out who at LBH would approve a licensed deficit, removing the list of conditions and the following paragraphs.. <p>Proposal: Maintained school Schools Forum members were invited to vote on which amendments to accept whether to accept all the insertions at 4.5 and 4.9, or to remove the content.</p> <p>Decision: Maintained Schools Forum members unanimously agreed to remove the content after the sentence setting out who approved the deficit in section 4.9, and to accept the other amendments as presented.</p> <p>Update on Free Special School</p> <ul style="list-style-type: none"> • GB provided an update to forum on the new free school that the DfE had approved several years ago. Government have now announced that LAs have a choice to either take a capital

	<p>funding settlement proceed with the new build. It is for an all-through 180 place school. The LA has until the end of February to respond to the DfE.</p> <ul style="list-style-type: none"> Once a decision has been made regarding this, it will be shared.
8	<p>Next meeting will be held on Tuesday 24th March @ 1pm In person – Location TBC. Action: Any SF member who wishes to host the meeting on 24th March are to email HB.</p>

Schools Forum Agreed Actions 15.01.26.

Item	Action	Responsibility
3	Any member interested in becoming Vice-Chair to submit an expression of interest to BS/AP via the Schools Forum email.	All SF Members
3	Academy members were asked to promote SF to colleagues to fill the 4 vacancies.	Academy Members
3	Members were asked to discuss 14-19 partnership vacancy with colleagues.	All SF Members
4a	GB to provide a detailed breakdown of the outcomes for the children and impact The Skills Hub has with assurances on how the money is being spent.	GB
4b	LH to contact the NEU rep and ask for further level of information regarding the work that has been carried out. This information will be shared, and a decision can be made at the next meeting.	LH
6b	KK agreed to send a detailed written confirmation of the projected year-end figures for SENIF will be.	KK
6b	PR to send out the consultation for early years funding, to be concluded by 28 th February.	PR
7	Pamela Hawtree is to lead a working party of individuals from the maintained sector to go through this document and update it. LH requested anyone interested in joining the group to contact her	Maintained sector members
8	Any SF member who wishes to host the meeting on 24 th March are to email HB.	All SF Members



**HILLINGDON SCHOOLS FORUM
MINUTES
Friday 6 February 2026 at 1pm
Online – Via Teams**

Item	
1	<p>Welcome, apologies & opening comments. BS welcomed everyone to the meeting, thanked members for making themselves available at short notice. Apologies were received and accepted from Nicola Edwards and Laurie Cornwall.</p>
2	<p>Minutes & actions from previous meeting 15.01.2026</p> <ul style="list-style-type: none"> • Minutes confirmed as true/accurate record of SF meeting 15.01.26. The final paragraph at section 4.9 in the revised scheme of financing, (relating to SRMA) has been left in in error and needs to be removed. • Actions from the previous meeting will be carried over to the Schools Forum meeting 25.02.26 • Forum membership to be reviewed though reminder to academy members that there are still four vacancies for academy representative. • Confirmed that the Early Years consultation is underway. SENIF figures have been shared with Early Years sub-group. <p>Action: Amendment to paragraph in Scheme of Financing to be amended – LH/PH to review Action: Academy members were asked to promote SF to colleagues as there are still four vacancies for academy representatives. Action: Actions from the previous meeting will be carried over to be reviewed at the next Schools Forum meeting 25.03.26</p> <p>Q) Has the LA received a response from the DfE in regard to the application for the request of 1% school from the schools block transfer? A) Yes a response has been received and the DfE have rejected the LA’s request for 1% and have agreed to 0.5% from the schools block transfer.</p> <p>AP noted this is a very disappointing for the LA and we will have to discuss with schools the impact of this. Likely that the non-statutory funding (ESF, threshold funding and SENDEX will be paused for 26/27).</p>
3	<p>Membership Update & Vice-Chair Nominations BS confirmed that Becky Broadhurst has nominated herself as Vice-Chair. As BB is the only candidate it was agreed that she was appointed to the role. Schools Forum thanked Becky for stepping up into this role and supporting Schools Forum.</p>
4a.	<p>Support for Schools in Financial Difficulty</p> <ul style="list-style-type: none"> • AP outlined the reason for requesting this extra-ordinary meeting. Having further reviewed the significant fall in pupil numbers, with the projection that this will continue, and the impact this will have on school funding, it was felt that there needed to be an opportunity for Forum members to consider whether to de-delegate for a central fund to support schools in financial difficulty. There is also a need for a more strategic approach to how we support schools and more of a partnership across the borough. Historically, proposals for a similar fund have been rejected. • If redundancies are required, there are rare circumstances where the LA could be responsible for supporting the schools with some of these costs.

- The DfE advice was that schools should be planning strategically in advance, for example, with three-year budget plans and correlating this to expected pupil numbers and staffing numbers.
- Currently 18% vacancy rates in Hillingdon schools, suggests that not all schools have submitted PAN reductions where needed. The LA is going to have a clear policy on redundancies, ensuring schools start the dialogue with the LA at the earliest opportunity.
- LA will work with schools to strategically plan and avoid redundancies and the associated costs. Currently no schools have approached the LA to discuss any significant restructure they intend to do in the next three years which will cause redundancies.
- In autumn 2024, Schools Forum did consider but rejected the idea of having a general central fund to support maintained schools.
- This fund would only go towards supporting schools with redundancy costs and would not be absorbed into any deficit. Schools Forum are being asked whether they wish to de-delegate into a central fund to support schools that may need it.
- If Schools Forum vote to agree to this central fund being set up the finer details of how it will be distributed will then be looked at but it is expected that this would involve a panel with school representatives to have oversight and make decisions.
- PH noted that despite planning, some schools have found themselves with significant fall in roll in a very short time due to external factors, completely beyond their control. AP appreciated this was a specific set of circumstances and will discuss separately.
- Confirmed that, if agreed, this central fund would be available from 1st April 2026 and would be for all mainstream, maintained schools, (not include special schools).
- TE was disappointed that such short notice was given to this meeting, though not in disagreement in principle with the idea of a central fund but there are several issues of trying to introduce this at such a late stage. Ideally this should have been done 10 years ago when funding was available. Concerned that there has been no formal consultation with schools and risk the LA could face a potential legal challenge. If agreed, would recommend that it was delayed by a year to be implemented.
- Concern raised that maintained schools are being asked to contribute this to and many of them are already in financial difficulties.
- AP clarified that this fund would only be for those schools that wouldn't get approval through the LA.
- BS noted that some schools will have already been informed by the forecasts and made the decision to restructure, resulting in redundancies and have absorbed these costs themselves. They may feel they are now contributing to a fund to support others who have not been so proactive.
- NK queried the financial oversight from the LA for maintained schools. As an Academy, accounts are signed off annually, to prove the school is a going concern and must reflect the reserves as a percentage of the GAG and other income.
- The LA does review the 3-yr forecasts but the way the school has calculated projections can vary. Pamela Hawtree has now joined the team and will be scrutinising the budget plans going forward. They will be reviewed with and informed by the SOP ([School Organisational Plan](#)).
- Intention is that schools are planning strategically and therefore will be able to manage staffing, through natural turnover where necessary without redundancies.
- GC questioned if the amount of money suggested would be enough? Has financial modelling been carried out and considered other alternatives like salary protection? AP clarified that the Finance team would work with the Schools HR in regard to modelling at this time if SF agreed with the proposal, then a framework would be built in collaboration with schools as to how this would operate.
- BB questioned about amalgamations and whether the LA picks up the costs of these and it wouldn't come from the new central fund. AP clarified that amalgamated schools are protected for the first year with their full funding (dependent on when the amalgamation takes place) and receive 70% in the second year which enables schools to have enough time to plan and manage staffing, though LA would provide further support if needed. Also, in most cases, amalgamation takes place when there is a vacancy for a Headteacher of one of the pairs of schools which accounts for the eventual loss of lump sum, therefore any changes to staffing wider than that could be done gradually without the need for

	<p>redundancies in most cases. Therefore, we would not expect this fund to support for amalgamations.</p> <ul style="list-style-type: none"> • BB noted that other headteachers have done some redundancies and paid for them themselves as well as creating a 10yr forecast to manage budgets. Felt that the creation of this fund feels like those who've been proactive are being punished to support those who haven't done this work. • BB also highlighted that the outcome of the de-delegation request will significantly impact the really highly inclusive schools who benefit from the additional funding and that will make things very difficult for future forecasting. If SF can't support de-delegation for supporting inclusive schools, then don't feel we're in a position to support the creation of this fund. • Questioned the interest that is charged on cash advances from the LA and also whether the redistribution of funds from schools with healthy surpluses is an option? AP clarified that there is no mechanism for re-distribution of funds in schools individual bank accounts. Schools with deficits are given cash advances, but these are paid back with an interest charge. • AP reiterated that as an LA we need to look at ways that schools can support each other and work together and some future strategic conversations regarding this are to be had. • Place Planning are working with schools and encouraging PAN reductions in order to manage numbers and allow a more efficient use of resources. <p>Proposal: Schools Forum members from mainstream maintained schools were invited to vote on whether to approve the suggestion to create a separate fund which they would all contribute, to provide support for schools in financial difficulty.</p> <p>Decision: Schools Forum unanimously agreed NOT to support the creation of this fund to provide support for schools in financial difficulty.</p> <p>Action: Strategic planning will be added to a future Schools Forum meeting agenda to be discussed at the start of the academic year.</p>
5	<p>AOB – Confirmed the date of next Schools Forum has been changed by one day to Wednesday 25th March. This will still be held in person and hosted by Ruislip Gardens Primary.</p> <p>Action: HB will circulate and amended calendar invite</p>

Schools Forum Agreed Actions 15.01.26.

Item	Action	Responsibility
3	Any member interested in becoming Vice-Chair to submit an expression of interest to BS/AP via the Schools Forum email.	All SF Members
3	Academy members were asked to promote SF to colleagues to fill the 4 vacancies.	Academy Members
3	Members were asked to discuss 14-19 partnership vacancy with colleagues.	All SF Members
4a	GB to provide a detailed breakdown of the outcomes for the children and impact The Skills Hub has with assurances on how the money is being spent.	GB
4b	LH to contact the NEU rep and ask for further level of information regarding the work that has been carried out. This information will be shared, and a decision can be made at the next meeting.	LH
6b	PR to send out the consultation for early years funding, to be concluded by 28 th February.	PR
7	Pamela Hawtree is to lead a working party of individuals from the maintained sector to go through this document and update it. LH requested anyone interested in joining the group to contact her	Maintained sector members

Voting Members


NAME	ORGANISATION	ROLE	Attendance	TERM ENDS
Maintained Nursery (1)				
Shabana Aslam	McMillan Early Childhood Centre	Headteacher	Attended	Sep 2026
Maintained Primary (6)				
Becky Broadhurst	Hayes Park School	Headteacher	Attended	Sep 2029
Vicky Jarvis	Field End Infant School	Headteacher	Attended	Sep 2029
Carly Rissen	Colham Manor	Headteacher	Attended	Sep 2028
John Buckingham	Glebe School	Governor	Attended	Sep 2028
Tony Eginton	Minet Infant & Nursery Schools and Hillside Junior School	Governor	Attended	Sep 2028
Phil Haigh	Cherry Lane Primary School & Meadow High School	Governor	Attended	Sep 2028
Maintained Secondary (1)				
Cathy Mosdell	Harlington School		Attended	Sep 2029
Maintained Special (1)				
Pearl Greenwald	Hedgewood School	Headteacher	Attended	Sep 2027
Academy Primary (4)				
Harshindar Buttar	The Park Federation	Principal of Lake Farm Park Academy	Attended	Sep 2027
Nicola Edwards	William Byrd School	Headteacher	Apologies	Sep 2028
Nicola Kelly	Charville Academy	Headteacher	Attended	Sep 2029
Roseline Wilkinson	Charville Academy	Governor	Attended	Sep 2029
Academy Secondary (8)				
John Garner	Ruislip High School	Governor	Attended	Sep 2026
Roger Leighton	Partnership Learning Trust	CEO	Attended	Sep 2029
Liam McGillicuddy	Bishopshalt School	Headteacher	Attended	Sep 2027
Ben Spinks (CHAIR)	Middlesex Learning Partnership	CEO	Attended	Sep 2028
Vacancy x 4				
Special Academies (1)				
Sudhi Pathak	Eden Academy Trust	COO	Attended	Sep 2026
Alternative Provision (1)				
Laurie Cornwall	The Skills Hub	Deputy CEO	Apologies	Sep 2027
Private, Voluntary & Independent Early Years Providers (2)				
Elaine Caffary	4 Street Nursery	Nursery Manager	Attended	Sep 2028
Naazish Haq	Little Companions	Manager/Owner	Attended	Sep 2027
14-19 Partnership (1)				
Vacancy				
Diocesan Representative (1)				
Nicola Dallibar St Andrews C of E Primary	St Andrews CofE Primary School	Headteacher	Attended	Sep 2029

Other attendees (non-voting)

NAME	REPRESENTING	ROLE
Helen Brown	Warrender Primary School	Headteacher
Nicky Bulpett	Ruislip Gardens	Headteacher
Louise Crook	Coteford Infant School	Headteacher
Graham Cunningham	Meadow High	Headteacher
Danny Gallup	BWI	Governor
Jo Palmer	Minet Junior School	Governor

Bryony Smith	Hedgewood School	Co-Headteacher
Officers		
Gary Binstead	LA Head of Education & SEND Commissioning	
Helen Boundy	LA (Clerk)	
Luisa Hansen	LA Head of Children's Finance	
Pamela Hawtree	Lead Finance Business Partner	
Kamaljit Kaur	Lead Finance Business Partner	
Steve Muldoon	Corporate Director of Finance	
Cllr Susan O'Brien	Cabinet Member for Children, Families & Education	
Abi Preston	LA Director of Education & SEND	
Philip Ryan	LA Portage and Families' Information Service - Service Manager	
Caroline Ryder	LA – Education Improvement Advisor - SEND	
Lisa Swales	LA – Service Manager Childcare	
Richard Woodfin	LA - School Improvement Advisor – Primary & SEND	

Hillingdon Schools Forum
2026-27 High Needs Budget

	<p>London Borough of Hillingdon Schools Forum 25 March 2026</p>
Title	High Needs Budget 2026/27
Agenda Item	3a
Report by	<p>Kamaljit Kaur – Lead Finance Business Partner Kkaur2@hillingsdon.gov.uk</p> <p>Luisa Hansen – Head of Finance – Children and SEND lhansen@hillingsdon.gov.uk</p>
Recommendations	To note the 2026/27 High Needs Budget for Hillingdon, announced by the Government on 17 December 2025.

1. Introduction

- 1.1 This report provides an overview of the High Needs funding announced by the Government on 17th December 2025.

2. Recommendation

- 2.1 Schools Forum are asked to note the content of this report.

3. High Needs Funding 2026/27

- 3.1 The initial High Needs funding allocation for 2026/27 is £77.130m before recoupment, this is a 5.9% increase compared to the £72.832m 2025/26 allocation.
- 3.2 **Table 1** sets out the published baseline DSG funding for 2026/27, compared to the 2025/26 DSG allocation updated in November 2025.

Table 1: DSG Funding Allocations for 2026/27

DSG Funding Block	DSG Funding 2025/26	DSG Funding 2026/27	Change in Funding	% change	NICs grant added to 2026/27 allocation	SBSG/CSBG Grant added to 2026/27 allocation	% change
Schools	299,426,354	307,863,657	8,437,303	2.80%	4,260,254	3,742,968	0.10%
High Needs	72,832,223	77,129,711	4,297,488	5.90%	493,436	2,725,906	1.48%
Central Services	2,511,016	2,491,359	-19,657	-0.80%	0	0	-0.80%
Early Years	48,792,187	57,972,729	9,180,542	18.80%	0	0	18.80%
Total DSG Budget	423,561,780	445,457,456	21,895,676	5.20%	4,753,690	6,468,874	2.52%

3.3 The final allocation for Hillingdon's High Needs Budget for 2026/27 is £77.130m prior to recoupment. This figure incorporates the 2025/26 National Insurance Contributions (NICs) Grant and Core Schools Budget Grant (CSBG), both of which have been consolidated into the High Needs Budget for 2026/27. In comparison, the 2025/26 allocation was £72.832m, reflecting a headline increase of £4.297m (5.9%) before recoupment. However, as the combined annualised value of the two grants is estimated at £3.219m, the underlying increase in funding is approximately 1.48%.

3.4 The Schools Forum did not vote in favour of the proposed 1% Schools Block transfer. A disapplication request for a transfer was submitted to the Secretary of State in November 2025. The Secretary of State has now confirmed approval for a 0.5% Schools Block transfer, which equates to £1.539m.

Table 2 sets out the published baseline for the High Needs Block for 2026/27, compared to the 2025/26 allocation.

High Needs Funding	HNB Funding 2025/26	HNB Funding 2026/27	Change in Funding	% change
Total high needs elements in the funding floor and gains calculation	62,619,301	69,742,223	7,122,922	11%
Basic entitlement factor (area cost adjusted) unit of funding	5,193	3,397	-1,797	-35%
Number of pupils in special schools and academies	1,249	1,129	-120	-10%
Basic entitlement factor (area cost adjusted) unit of funding	6,486,594	3,835,678	-2,650,916	-41%
Import/export adjustment (based on January 2024 school census and February R06 2023 to 24 individualised learner record)	3,090,000	3,090,000	0	0%
Additional Funding for Special Free Schools	432,000	131,613	-300,387	-70%
Hospital education, funding factor	110,425	0	-110,425	-100%
Independent special schools, specialist post-16 institutions, independent learning providers and hospital education	0	330,197	330,197	100%
Alternative provision teachers' pay/pension funding factor – grant subsumed in FY2025/26 rather than being paid separately	93,902	0	-93,902	-100%
Total high needs block before recoupment	72,832,222	77,129,711	4,297,489	6%
Total deduction to high needs block for direct funding of places	11,944,000	13,822,000	1,878,000	16%
Total High Needs Block excluding direct funding	60,888,222	63,307,711	2,419,489	8%
Schools Block Transfer 0.5%	1,497,132	1,539,318	42,186	3%


Total High Needs Block	62,385,354	64,847,029	2,461,675	4%
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Table 3: 2026/27 Indicative High Needs budget breakdown

High Needs Budget	2026/27 £'000
Special School top-up funding	14,000
Independent and Further Education placements	15,430
Mainstream top-up funding	10,150
Commissioned Places	6,000
Special Resource Provision top-up funding	10,000
Alternative Provision	750
Therapies	1,385
Other SEN funding	4,200
SEN Central Services	2,932
Total Budget	64,847

4. Other information

- 4.1 In the final local government funding settlement announced on 9 February 2026, the Government confirmed new measures to support local authorities with Dedicated Schools Grant (DSG) deficits. All authorities with SEND-related deficits will be eligible in 2026/27 for a grant covering 90% of their High Needs DSG deficit accrued up to the end of 2025/26, to be paid in Autumn 2026 subject to the Department for Education approving each authority's local SEND reform plan. Recognising that SEND reforms will take time to embed, the Government indicated that further, proportionate support will be available for deficits arising in 2026/27 and 2027/28, though this will not be unlimited.

	London Borough of Hillingdon Schools Forum 25 March 2026
Title	DSG Budget Monitoring 2025-26
Agenda Item	4a
Report by	Kamaljit Kaur – Lead Finance Business Partner Kkaur2@hillington.gov.uk Luisa Hansen – Head of Finance – Children and SEND lhansen@hillington.gov.uk
Appendices	None
Recommendation	For Information - Schools Forum is asked to note the details of the report

1. Introduction

The report presents Schools Forum with a detailed summary of the Dedicated Schools Grant (DSG) forecast position at Month 9.

2. Recommendation

It is recommended that Schools Forum notes the details of the report.

3. Budget Monitoring

As of Month 9, the Dedicated Schools Grant (DSG) is forecasting an in-year deficit of £9.6m, £2.9m less than the £12.5m budgeted use of reserves, with a £1.0m favourable movement from Month 7. The £9.6m overspend and the £1.0m favourable movement relate to High Needs expenditure and the service's ongoing work to reduce reliance on costly independent placements through increased local provision and early intervention.

This in-year shortfall is entirely driven by continued demand and cost pressures in High Needs placements, which remain significantly underfunded in the DSG allocation from the DfE. These pressures are not unique to the local authority; nationally, local authorities are facing similar challenges. Rising demand for specialist provision and increasing reliance on costly independent non-maintained placements are contributing to widespread overspends in the High Needs Block. Despite efficiency targets and mitigation efforts, the structural underfunding of High Needs provision continues to place significant strain on DSG budgets across the country.

A core target for the revised High Needs Safety Valve Plan is to actively reduce unit costs by concentrating SEN support in-borough within our maintained schools and thereby

reduce dependence on high cost independent and out-of-borough placements. Trend data shows clear evidence that the approach which has been in place since early 2024/25 is now beginning to have a positive impact.

In the final local government funding settlement announced on 9 February 2026, the Government confirmed new measures to support local authorities with Dedicated Schools Grant (DSG) deficits. All authorities with SEND-related deficits will be eligible in 2026/27 for a grant covering 90% of their High Needs DSG deficit accrued up to the end of 2025/26, to be paid in Autumn 2026 subject to the Department for Education approving each authority's local SEND reform plan. Recognising that SEND reforms will take time to embed, the Government indicated that further, proportionate support will be available for deficits arising in 2026/27 and 2027/28, though this will not be unlimited.


Table 1: Month 9 DSG Income and Expenditure Summary

Dedicated Schools Grant (DSG) Blocks	Budget 2025/26			Forecast Month 9 £m	Variance £m	Month 7 £m	Change £m
	DSG Settlement £m	Academy Recoupment £m	LBH Maintained £m				
Schools Block	297.9	(187.0)	110.9	110.9	0	0	0
Early Years Block	48.3	0	48.3	48.3	0	0	0
Central Schools Block	2.5	0	2.5	2.5	0	0	0
High Needs Block	74.3	(13.1)	61.2	70.8	9.6	10.6	(1.0)
Total	423.0	(200.1)	222.9	232.5	9.6	10.6	(1.0)
Balance Brought Forward 1 April 2025					65.9		
Pressure/(Reduction)					9.6		
Total Deficit at 31 March 2026					75.5		

Table 2: Month 9 High Needs Expenditure Summary

High Needs Expenditure Detail	Budget	Month 9 Forecast	Over/(under) spend	Over/(under) spend as a % of Budget
Commissioned Places	5,831,000	5,942,000	111,000	1.9%
Top-up funding - Maintained (In-borough)	15,555,000	16,083,248	528,248	3.4%
Top-up funding - Academy (In-borough)	20,393,900	19,464,109	-929,791	-4.6%
Top-up funding (Out of borough)	4,803,000	5,195,768	392,768	8.2%

Independent Placements	15,431,500	13,177,305	-2,254,195	-14.6%
FE College Top-up Funding	4,785,200	5,621,681	836,481	17.5%
Alternative Provision	4,523,100	2,574,400	-1,948,700	-43.1%
Early Support Funding	0	83,549	83,549	100.0%
Contingency	812,000	1,272,850	460,850	56.8%
SEND Advisory Service	1,568,600	1,417,530	-151,070	-9.6%
Other SEN Expenditure	0	66,164	66,164	100.0%
High Needs Expenditure Total	73,703,300	70,898,605	-2,804,695	
High Needs Reserve Budget	-12,503,945			
High Needs Budget	61,199,355			
High Needs Surplus / Deficit	9,699,250			

	London Borough of Hillingdon Schools Forum 25th March 2026
Title	SEND Place commissioning 2026 / 27
Agenda Item	4b
Report by	Gary Binstead
Appendices	n/a
Recommendation(s)	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Consultation <input type="checkbox"/> Decision

SEND Place Commissioning 2026 / 27

Schools Forum are requested to note the number of places that have been commissioned across education settings for academic year 2026 / 27. This process is conducted in the Autumn of each year, in line with the High Needs Funding Guidance, with an opportunity in February for settings and the Council to review and update the commissioned numbers if there are any discrepancies.

Current Context

There is still high demand for specialist education places across the Borough (and the country), and work continues to expand the number of places available through the expansion of special school places, and specialist provision within our mainstream schools.

Most recently we have increased the amount of specialist provision places with mainstream schools, through projects in the following schools:

- Charville Primary – 10 additional Specialist Resource Provision (SRP) places
- Meadow special school – 29 additional places through extension
- Pinn River special school)
- Grand Union Village special school) - 76 additional places (both schools)

We continue to work hard to reduce the number of Independent or Non-Maintained Special School (INMSS) places and use the locally available provision in maintained schools and colleges to meet the demand for places. This has led to a reduction of INMSS places reducing from 419 in 2022-23 to 271 in February 2026. A reduction of 148 places or 35%.

Plans for additional places

Working with local schools and colleges across the Borough, the Council are increasing the number of places available and working to have additional capacity in place as soon as practical, with some places available for September 2026, and others for future dates to meet forecast demand. Updates will be provided as new provision is agreed and available.

This includes:

- Bishop Ramsey secondary SRP – (Autism)
24 additional places available (phased occupancy)
Available September 2026
- Meadow special school satellite provision
90 additional places available (phased occupancy)
Available September 2026
- Harrow, Richmond, and Uxbridge College (HRUC)
70 additional places at new provision at Barra Hall in Uxbridge, which was purchased by the college last year
Available September 2026
- We are also in discussion with other secondary schools regarding additional SRP and DU places (details tbc)
Available September 2027

In line with the High Needs Guidance, places will be reviewed in the Autumn each year, at which time decisions will be made to vary any places for the following year as appropriate, dependant on demand and capacity.

Appendix A at the end of the document summarises the total number of places commissioned for 2026 / 27. There have been several changes which are summarised in the table below, showing a net increase of 283 places commissioned.

Name	Phase	School Type	Difference 24 / 25 to 25 / 26
Grangewood School	Primary	Special	-131
Hedgewood School	Primary	Special	0
Grand Union Village	Primary	Special	92
Pinn River	All Through	Special	145
The Willows School	Primary	Special	20
Meadow High School	Secondary	Special	70
Moorcroft School	Secondary	Special	-18
The PRIDE Academy	Secondary	Special	9
Pentland Field School	All Through	Special	7
Sub Total Special school			194
Charville Academy	Primary	Specialist Resource Provision	10
Harlington	Secondary	Designated Unit	1
Lake Farm Primary school	Primary	Specialist Resource Provision	-1
Wood End Park Academy	Primary	Designated Unit	2
Sub total Mainstream specialist provision			12
The Skills Hub	Secondary	Alternative Provision	-58
Sub total Alternative Provision			-58
HRUC College	Post 16	College	135
Sub total Post 16 College			135
Total			283

Increased places

As you can see from the table above, almost half of the increase in commissioned places (135) is in HRUC, where demand is continuing to grow, including the 70 additional places available from the new provision of Barra Hall. This increasing demand will continue to be monitored, and the Autumn review of places will be used to inform future commissioning decisions for 2027 / 28.

The two new Eden Academy schools, Grand Union Village and Pinn River have now opened (with Grangewood school closing), creating additional special school capacity. The extension at Meadow special school has also created a further 70 places, and additional places have been commissioned at The Willows school and The Pride Academy for 2026 / 27, overall creating a further 194 places.

Within our mainstream schools, we have also created 10 more places at Charville Academy through some minor capital works, and a further 3 places in our Designated Units. There has also been a change in places at Ruislip Gardens, where we have reduced the Assessment Centre numbers by 8 for Early Years pupils, but increased the other specialist places at the school by 8 for primary aged pupils.

Reduced places

The reduction in places at the Eden Academy's Grangewood and Moorcroft special schools, are offset by their two new special school openings detailed above, where there has been an overall increase in places across the four schools. There is also one less place commissioned at Lake Farm Primary school mainstream specialist provision.


Therefore, the only real reduction in places is at The Skills Hub, our Alternative Provision school, where places have reduced by 58. This is partly due to a reduction of permanently excluded places for secondary pupils from 66 to 55 (11 places), and the removal of a provision for permanently excluded pupils of primary age (7 places). The further reduction is due to a change in the way that additional services have been commissioned, which has been reduced by 10 places, and is now through a separate service level agreement (40 places).

Summary

All commissioned places are kept under review, and any amendments are discussed with individual schools, and processed in line with the DfE High Needs Funding guidance. Projects to expand specialist provision will continue, with relevant capital investments as necessary to ensure any new provision is fit for purpose, and able to meet the needs of our children and young people.

Appendix A – Summary table of all commissioned places

Name	Phase	Type of Setting	25/26	Proposed 26/27	25 / 26 vs 26 / 27
The Skills Hub	Secondary	Alternative Provision	113	55	-58
Ruislip Gardens	Primary	Assesment Centre	16	8	-8
Wood End Park Academy	Primary	DU	24	26	2
Harlington	Secondary	DU	16	17	1
HRUC (Harrow, Richmond & Uxbridge Colleges)	Post 16	Further Education	950	1085	135
Pinn River	All through	Special	0	145	145
Pentland Field School	All through	Special	168	175	7
Grangewood School	Primary	Special	131	0	-131
Grand Union Village	Primary	Special	0	92	92
The Willows School	Primary	Special	80	100	20
Hedgewood School	Primary	Special	190	190	0
Moorcroft School	Secondary	Special	149	131	-18
The PRIDE Academy	Secondary	Special	117	126	9
Meadow High School	Secondary	Special	280	350	70
Coteford Junior	Primary	SRP	4	4	0
Lake Farm Park Academy	Primary	SRP	13	12	-1
Pinkwell Primary School	Primary	SRP	10	10	0
St Martin's CofE	Primary	SRP	12	12	0
Cherry Lane Primary School	Primary	SRP	10	10	0
Deanesfield Primary School	Primary	SRP	8	8	0
Glebe Primary School	Primary	SRP	11	11	0
Hayes Park School	Primary	SRP	13	13	0
Ruislip Gardens	Primary	SRP	16	24	8
Charville Academy	Primary	SRP	16	26	10
Northwood School	Secondary	SRP	10	10	0
Vyners School	Secondary	SRP	18	18	0
Harlington School	Secondary	SRP	4	4	0
Oak Wood School	Secondary	SRP	12	12	0
Total			2391	2674	283

	London Borough of Hillingdon Schools Forum Meeting 25 March 2026
Title	Schools in Financial Difficulty Policy DRAFT
Agenda Item	4c
Report by	Abi Preston – Director of Education & SEND apreston@hillingsdon.gov.uk Luisa Hansen – Head of Finance – Children and SEND lhansen@hillingsdon.gov.uk Pamela Hawtree – Lead Finance Business Partner phawtree@hillingsdon.gov.uk
Appendices	Appendix A – Process for Intervention Policy – Supporting Schools in Financial Difficulty
Recommendation(s)	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Consultation <input type="checkbox"/> Decision

Purpose

This paper presents the *Policy on Supporting Schools in Financial Difficulty*, which sets out a strengthened and more transparent framework for how the local authority supports, monitors, and intervenes in maintained schools experiencing financial pressure. The policy has been developed in response to the challenges facing schools and seeks to ensure that Governing Boards and Headteachers clearly understand their statutory responsibilities for delivering sustainable, balanced budgets.

It introduces a structured financial-risk framework, a consistent approach to deficit recovery planning, and clearer expectations around reporting and engagement with both Finance and Education Improvement teams.

Summary

The Schools Forum is asked to note the details of the policy, which aims to support schools in financial difficulty.

DRAFT

Policy on Supporting Schools in Financial Difficulty

March 2026



Policy on Supporting Schools in Financial Difficulty

1. Purpose

- 1.1. The Policy is being implemented to provide greater clarity on the financial responsibility of the Governing Board and Headteachers of our maintained Schools. It is being introduced to address gaps in practice which have emerged in recent years and in a climate where schools are facing the combined challenge of spiraling costs and falling rolls.
- 1.2. The aim is to support schools to operate within a balanced budget on a sustainable basis. The priority for the Policy is, therefore, to establish a clear and effective framework for how we support those schools which are either in deficit or falling into deficit to recover.
- 1.3. The delegated budget responsibility of the authority and the schools is set out in the School Standards and Framework Act 1998 and Education & Inspection Act 2006.
- 1.4. This policy will be applied in a proportionate, transparent, and reasonable manner, having regard to the individual circumstances of each school, including educational outcomes, demographic pressures, sustainability considerations, and statutory duties.

2. Deficit

- 2.1. Schools are permitted to set a deficit budget if they meet certain conditions. This is termed as a licensed deficit. The conditions of a licensed deficit are set out in the Scheme for Financing Schools.
- 2.2. The conditions of a licensed deficit include a requirement to have a robust plan to repay it within three years. This will be closely monitored and reviewed by the Council during the period of the deficit.
- 2.3. Applications for a licensed deficit must be submitted to the Local Authority by 31 May each year (or the last working day in May where 31 May falls on a weekend), and schools will be informed of the outcome after July Cabinet. Under statute, the local authority is not permitted to write off the deficit balance of any maintained school (Scheme for Financing Schools, s.4.7).
- 2.4. If the conditions are not met by the school, the Council has the power to issue a Notice of Concern (under the [Schemes for financing local authority maintained schools 2025 to 2026 - GOV.UK](#)) and, where concerns relate to governance or management breakdown, a Warning Notice (under the [Support and Intervention in Schools](#) statutory guidance (DfE, November 2025)). These are distinct instruments and their use is explained in Appendix B. Either may ultimately lead to the removal of a school's delegation.
- 2.5. This policy applies to both in-year deficit positions (where a school is forecasting an overspend against its budget share within the current financial year) and cumulative carried-forward deficits

(where negative balances have been brought forward from previous years). Both require prompt engagement with the Schools Finance Team and appropriate recovery planning.

3. Risk Oversight, Monitoring & Management Framework:

3.1. The diagram below sets out the details of the arrangements for the Finance and Education Improvement Teams to support the Governing Board and Headteachers to jointly oversee, monitor and support with the preparation, management, and delivery of Deficit Recovery Plans. The framework arranges Schools by financial risk and the significance of any deficit, based on those with a:

1. **Green** – Surplus with no identified risk
2. **Amber** – Surplus reducing and trending towards deficit
3. **Blue** – Deficit reducing and trending towards surplus
4. **Red** – Significant and sustained deficit (persisting for more than one year)

3.2. The framework sets out eight risk scenarios providing the platform for how the authority will oversee, monitor, and support. Each scenario details proportionate steps, applied jointly with the school, to monitor the Budget and review where a school is in deficit or going into deficit. The details of how this will operate to reduce, remove, and prevent a deficit are set out in the next section.

Reducing Surplus

1 Went into Deficit in the previous financial year:

- (1) Review with Education Improvement and Finance teams
- (2) School to prepare a Recovery Plan, and the Education Improvement and Finance Teams to review it
- (3) Recovery Plan to be reviewed and signed off by Director of Education and Head of Finance for Children's
- (4) Review with Education Improvement and Finance Teams
- (5) Monthly reporting to the Schools Finance to monitor deficit & progress on recovery
- (6) Continue to provide standard quarterly financial returns to Schools Finance team

2 Budget Plan for current financial year takes School into Deficit:

- (1) Notify the Schools Finance team
- (2) School to prepare a Recovery Plan, and the Education Improvement and Finance Teams to review it
- (3) Recovery Plan to be reviewed and signed off by Director of Education and Head of Finance for Children's
- (4) Submitted for approval by Cabinet
- (5) Review with Education Improvement and Finance Teams
- (6) Monthly reporting to the Schools Finance to monitor deficit & progress on recovery
- (7) Continue to provide standard quarterly financial returns to Schools Finance team

3 School goes into Deficit during the current financial year:

- (1) Notify the Schools Finance team
- (2) School to prepare a Recovery Plan, and the Education Improvement and Finance Teams to review it
- (3) Recovery Plan to be reviewed and signed off by Director of Education and Head of Finance for Children's
- (4) Submitted for approval by Cabinet
- (5) Review with Education Improvement and Finance Teams
- (6) Monthly reporting to the Schools Finance to monitor deficit & progress on recovery
- (7) Continue to provide standard quarterly financial returns to Schools Finance team

Deficit – High Scale and ongoing (Over 1 year)

4 High level of Cumulative Deficit with:

- (1) Recovery Plan in place
- (2) Ongoing review with Education Improvement & Finance teams.
- (3) Require licensed deficit to be approved by Cabinet
- (4) Review with Education Improvement and Finance Teams
- (5) Monthly reporting to the Schools Finance Team to monitor deficit & progress on recovery
- (6) Continue to provide standard quarterly financial returns to the Schools Finance team

5 Increasing level of Deficit in-year

- (1) Notify the Schools Finance team
- (2) Schools with a deficit should submit an SRMA application for a standard review
- (3) School to prepare an updated Recovery Plan, and the Education Improvement and Finance Teams to review it
- (4) Recovery Plan to be reviewed and signed off by Director of Education and Head of Finance for Children's
- (5) Submitted for approval by Cabinet
- (6) Review with Education Improvement and Finance Teams
- (7) Monthly reporting to the Schools Finance to monitor deficit & progress on recovery
- (8) Continue to provide standard quarterly financial returns to Schools Finance team

6 Plan an Increased Deficit in the Budget for current financial year:

- (1) Notify the Schools Finance team
- (2) School to prepare an updated Recovery Plan, and the Education Improvement and Finance Teams to review it
- (3) Recovery Plan to be reviewed and signed off by Director of Education and Head of Finance for Children's
- (4) Submitted for approval by Cabinet
- (5) Review with Education Improvement and Finance Teams
- (6) Monthly reporting to the Schools Finance to monitor deficit & progress on recovery
- (7) Continue to provide standard quarterly financial returns to Schools Finance team

Surplus (Primary – 5% and Secondary – 8%)

7 School with Cumulative surplus:

- (1) Surplus b/f, with a Budget Plan showing surplus in current financial year and remaining in surplus in-year
- (2) Normal quarterly financial returns provided to the Schools Finance Team

8 School with Cumulative surplus and In Year Deficit:

- (1) Surplus b/f, with a Budget Plan showing a deficit in current financial year and remaining in surplus at the end of year
- (2) If the in-year deficit is part of planned spend – nothing required
- (3) If the in-year deficit is due to an overspend on budget share due to normal business activity, review why the school is overspending to ensure issues are resolved before the school's surplus reduces and the school goes into deficit

Reducing Deficit

9 Low level of Deficit:

- (1) Recovery Plan in place and delivering year-on-year recovery, indicating a balanced budget within a 3-year plan cycle
- (2) School to prepare an updated Recovery Plan, and the Education Improvement and Finance Teams to review it
- (3) Review with Education Improvement & Finance teams.
- (4) Monthly reporting to the Schools Finance to monitor deficit & progress on recovery
- (5) Continue to provide standard quarterly financial returns to Schools Finance team

4. Strategy to Support Schools in Reducing / Eliminating or Avoiding a Deficit

Support/requirements for schools setting a deficit budget:

4.1. As set out in the framework all schools planning to set a deficit must:

- 4.1.1. Notify the Schools Finance team of the deficit promptly and in writing.
- 4.1.2. Arrange a joint review with the Education Improvement and Finance team to examine the resources, costs and variance analysis, and benchmarking, and to identify the underlying drivers for any remaining deficit.
- 4.1.3. Where a deficit remains, the next stage will require the school to prepare a Recovery Plan, including clear milestones and timescale for returning to a balanced budget, for review by the Education Improvement and Finance Teams.
- 4.1.4. Schools submit their Recovery Plan to the Director of Education & SEND and Head of Finance for Children's Services for initial review and sign-off. The Recovery Plan then requires approval from the Corporate Director of Finance and the Corporate Director of Children's Services before being presented to Cabinet in the Summer.
- 4.1.5. Each school receives a formal letter after July Cabinet agreeing in principle their licensed deficit, setting out the conditions to adhere to whilst in deficit, and highlighting any concerns or further actions required.
- 4.1.6. The Recovery Plan must be formally revisited and resubmitted each year with the annual budget submission. Under no circumstances will the period of recovery be extended beyond three years; schools must therefore adjust their plans accordingly if their financial position worsens during this period (Scheme for Financing Schools, s.4.9).
- 4.1.7. For those schools in the High Scale & Ongoing Risk category (Red), the Finance Team and Education Improvement Team will arrange to undertake a review of the Recovery Plan. The purpose is to review, challenge, and advise on the deficit recovery plan and progress in closing the gap and restoring a balanced position as soon as possible.
- 4.1.8. To support delivery of the Recovery Plan, schools must provide monthly monitoring reports to the Schools Finance Team, highlighting progress against milestones and identifying any emerging issues or risks.

In addition, the school will continue to submit the standard quarterly finance returns to the Schools Finance team and will submit the 3-Year Budget Plan by the yearly stated deadline for budget submission.

4.2. Support for all schools:

- 4.2.1. Regular communication about school funding and school budgets will be provided to school leaders via briefings and from the Schools Forum.
- 4.2.2. Separate finance training courses for Governors, Headteachers, School Business Managers and school finance staff are run throughout the year.
- 4.2.3. All schools buying the accountancy service are provided with budget planning and monitoring tools. These are available to purchase for schools not buying back. As part of a viable recovery plan, any school with a deficit will be required to purchase this service as part of a comprehensive system of support.
- 4.2.4. Facilitate workshops for groups of schools on specific savings strategies, such as for alternative staffing structures.

5. Intervention for schools not meeting their deficit recovery plan.

5.1. The trigger points for intervention are as follows:

- 5.1.1. A school's deficit has grown (either by the end of the financial year or the following year's budget), based on documented evidence.
- 5.1.2. The deficit repayment period increases beyond agreed timescales.
- 5.1.3. The monitoring meetings identify an unrealistic or high-risk deficit recovery plan without adequate contingency measures.
- 5.1.4. The monitoring process identifies that the school is not adhering to its recovery plan and the deficit is likely to increase.
- 5.1.5. The school fails to submit required monitoring returns or budget documentation by agreed deadlines.
- 5.1.6. An internal or external audit raises concerns about the adequacy of financial controls or gives a limited or minimal assurance opinion.
- 5.1.7. The school fails to comply with the Schools Financial Value Standard (SFVS) by the LA's stated deadline, or the SFVS submission identifies significant unresolved issues.
- 5.1.8. Significant changes to pupil numbers are forecast that will materially affect the school's funding and which have not been reflected in revised financial planning.
- 5.1.9. The school is subject to an Ofsted inspection judgement of Requires Improvement or Special Measures where there are concurrent financial concerns.

5.2. If a school does not follow the recommendations (or determine its own realistic alternative), the local authority will issue a formal warning letter. More details on the intervention process are provided in Appendix A. If a school does not engage with or follow the recommendations made through the monitoring and support process (or cannot demonstrate its own credible alternative), the local authority will issue a formal Notice of Concern. Where there is also evidence of broader governance or management breakdown, a Warning Notice may be issued concurrently or subsequently under the Support and Intervention in Schools statutory guidance (DfE, November 2025). The intervention process and the criteria for issuing a Notice of Concern are set out in detail in Appendix A. The distinction between a Notice of Concern and a Warning Notice is explained in Appendix B.

6. Management of the Strategy

6.1. The Director of Education & SEND and the Head of Finance for Children's will review the financial position of maintained schools across the Borough termly to discuss latest projections, measures to lower deficits and wider financial positions of schools.

7. Appendices

7.1 Appendix A – Process for Intervention

7.2 Appendix B – Distinction: Notice of Concern and Warning Notice



Process for Intervention

Background

The aim of the strategy is to reduce the number of schools in, or at risk of, deficit and to support sustainable financial management. Over time, the cost of intervention should reduce as schools strengthen efficiency and value-for-money practices to maintain a balanced budget.

In the event that a school does not put in place and implement a robust deficit recovery plan, or does not engage with recommendations made through the monitoring and support process, the strategy sets out trigger points for intervention. The appropriate intervention tool (Notice of Concern or Warning Notice) will be determined having regard to the circumstances and the statutory framework applicable to each case.

This note sets out the legal position and sets out in more detail the process for this element of the strategy.

Delegation and Charging Schools

Part 2 of the School Standards and Framework Act 1998 requires local authorities to provide maintained schools with a delegated budget share and gives the governing body of each school delegated responsibility in managing their school's budget share.

The Act requires local authorities to produce a Scheme for Financing Schools which sets out all matters connected to financial delegation, and which complies with current school finance regulations.

The strategy identifies clear trigger points when intervention by the authority becomes necessary to support schools in deficit or at risk of deficit to establish a remedial action plan that will deliver a balanced budget. Where a school in financial difficulty refuses to engage, fails to deliver the recovery plan, or plans to overspend or remain in deficit, the authority may issue a Notice of Concern and, if applicable, escalate to a Warning Notice under sections 60–66 of the Education and Inspections Act 2006. Ultimately, the authority may withdraw delegated budget responsibility and directly manage the school's budget, in accordance with Section 66 of the Education and Inspections Act 2006 and the financial delegation framework set out in the School Standards and Framework Act 1998.

The direct costs of any additional intervention support may, and in most cases will be charged to the school where this is appropriate and proportionate, following discussion and agreement with the school. Where a school delays engagement or defers taking necessary remedial

action, resulting in further deterioration of its financial position, the authority may recover the associated costs.

The process for intervention and removal of delegated responsibility is set out below.

The Route to Removing Delegation

A Local Authority may issue a warning notice to Governors if there is a breakdown in the way a maintained school is managed or governed, and this is likely to adversely affect standards of pupils' performance. This includes a failure to oversee the financial performance of the school and ensure money is well spent – one of the core strategic roles of a Governing Body. The notice must set out:

1. The matters on which the concerns are based.
2. The action which the Governing Body is required to take to address the concerns raised.
3. The period within which the Governing Body must comply or secure compliance with that action.
4. The action which the LA is considering under one or more of sections 63 to 69 of the Education and Inspections Act 2006 or otherwise if the Governing Body does not take the required action.
5. A copy of the warning notice is to be sent to the headteacher and if applicable the diocese or foundation, and a copy to the relevant Regional Director (formerly RSC) and to Ofsted. The local authority is expected to work with their RSC to discuss where they judge that a warning notice is necessary.

The powers of intervention where a school does not comply with a warning notice are set out in sections 63 to 66 of the Education and Inspections Act 2006, as follows:

- Section 63 – requires the Governing Body to enter a particular arrangement. e.g., to enter into a contract for specified services of an advisory nature with a specified person.
- Section 64 – power to appoint additional Governors.
- Section 65 – power to appoint Interim Executive Board
- Section 66 – enables a local authority to suspend the governing body's right to a delegated budget.

Schedule 15 to the School Standards and Framework Act 1998 provides another route for removal of financial delegation. The local authority may suspend a school's right to a delegated budget where a school's governing body has persistently or substantially breached a requirement or restriction relating to its delegated budget, has not managed its budget share satisfactorily or has not managed satisfactorily its expenditure or sums received in the exercise of its power to provide community facilities and services under section 27 of the Education Act 2002. The notice must specify the grounds for the suspension; and the local authority must give the notice to the governing body and provide the headteacher a copy of the notice at the same time. The local authority is required to review the suspension within a specified period (and may do so earlier if it wishes).

Strategy for Schools in Deficit - Intervention Process

Where a school does not engage with recovery of its deficit (following the initial review and support meeting) and meets one of the trigger points set out in the strategy, the process in the flow chart below will be followed, which complies with the latest regulations.

The timescale at each stage will be considered case by case to ensure the school has reasonable time to implement actions, while avoiding unnecessary delay in recovering the deficit. As a guide, stage timelines should ordinarily be no more than two months.

The intervention powers used at the final stage will be determined with respect to the school's circumstances and in line with the Education and Inspections Act 2006, and may follow discussion with the Department for Education (DfE). These powers may include the removal of delegation where warranted.



Notice of Concern and Warning Notice: Key Distinctions and When They Apply

1. The London Borough of Hillingdon may use two legally distinct tools when escalating its response to schools in financial difficulty. It is important that both schools and the Council understand the difference between these tools, their legal basis, and how they interact.
2. **Notice of Concern (financial)**
 - A Notice of Concern is a financial governance tool issued by the local authority under the Scheme for Financing Schools (pursuant to Section 48 of the School Standards and Framework Act 1998). It is issued where, in the opinion of the Chief Finance Officer and the Director Education & SEND, a school has failed to comply with any provisions of the Scheme, or where action is needed to safeguard the financial position of the local authority or the school. The Notice sets out the reasons and evidence for its issue and may place restrictions, limitations, or prohibitions on the governing body in relation to the management of its delegated funds. These may include: requirements for additional financial monitoring and reporting; restrictions on certain categories of expenditure; mandatory training for finance staff and governors; insisting that an appropriately trained/qualified person chairs the Finance Committee of the governing body; requirements to purchase specific support services; and restrictions on procurement and leasing activity.
 - A Notice of Concern will clearly state the requirements and the timeframe within which they must be met for the notice to be withdrawn. It will also state the actions the local authority may take where the governing body does not comply. Copies will be sent to the Headteacher and, where applicable, to the Regional Director and Ofsted.
 - Circumstances that may give rise to a Notice of Concern include: a revenue deficit with no credible recovery plan; overspending above an approved Licensed Deficit agreement; failure to meet timescales set out in a Licensed Deficit agreement; an internal audit opinion of limited or minimal assurance; failure to submit the Schools Financial Value Standard (SFVS) by the LA's deadline or significant unresolved SFVS issues; breach of procurement rules; or the school being subject to an Ofsted judgement of Requires Improvement or Special Measures where there are concurrent financial concerns.
3. **Warning Notice (school improvement and governance)**
 - A Warning Notice is a formal school improvement intervention issued under Sections 60–66 of the Education and Inspections Act 2006. It is issued by the local authority (or by the Regional Group in certain circumstances) where there are serious concerns about governance, management, educational standards, or safeguarding. Unlike a Notice of Concern, a Warning Notice triggers formal statutory intervention powers if the school does not comply within the specified

period. The statutory grounds for issuing a Warning Notice to a maintained school are: unacceptably low standards of performance; a breakdown in management or governance; risks to the safety of pupils or staff; and failure to comply with teachers' pay and conditions. Source: DfE, Support and Intervention in Schools (statutory guidance, November 2025).

- If the governing body does not comply with a Warning Notice within the specified period, the local authority may use its intervention powers under the Education and Inspections Act 2006. These include: requiring the governing body to enter a particular arrangement (Section 63); appointing additional governors (Section 64); appointing an Interim Executive Board (Section 65); and suspending the governing body's right to a delegated budget (Section 66).

4. How the two tools relate

- A Notice of Concern is about protecting public funds. A Warning Notice is about protecting the quality of children's education and the safety of pupils and staff. They are legally and functionally distinct and are not interchangeable. However, they are complementary. A school in persistent financial difficulty combined with weak governance may be subject to both a Notice of Concern (to address the financial position) and a Warning Notice (to address the governance failure). In such cases, both the Finance and Education Improvement teams will co-ordinate their approaches.
- The decision to issue either notice rests with the appropriate senior officers (see the intervention process in Appendix A). Where the Regional Group has already issued a Warning Notice to a maintained school, the local authority may not issue a further such notice without Regional Group agreement (DfE, Support and Intervention in Schools, November 2025).

	London Borough of Hillingdon Schools Forum 25th March 2026
Title	Hillingdon Council MFG Disapplication for Special Schools 2026-27
Agenda Item	4d
Report by	Abi Preston, Director of Education and SEND Dominika Michalik, Assistant Director of SEND & Inclusion
Appendices	Hillingdon Council MFG Disapplication for Special Schools 2025-26 Hillingdon's Special School Banding Framework
Recommendation(s)	<input checked="" type="checkbox"/> Information <input type="checkbox"/> Consultation <input type="checkbox"/> Decision

1. Purpose

The purpose of this paper is to outline the 2026–27 impact of the new framework on special school funding and to request that Schools Forum note the local authority has submitted a Minimum Funding Guarantee (MFG) disapplication for the 2026–27 financial year. Due to the deadline for submitting MFG disapplications and timeline for the adjustments to be agreed in 2025-26, the disapplication was submitted earlier in the Spring term of 2026 following consultation with the individual schools impacted by the MFG. At the end of February 2026, the DfE confirmed the decision had been agreed for the MFG to be disapplied for 2026-27.

As part of the conditions of the Safety Valve Agreement, the local authority was required to review its banded funding arrangements. This was a key project stream detailed in the original safety valve agreement on point 3.8 which states: *Conduct a review of banding arrangements.*

The banding review was explicitly identified by the DfE as a priority area when Hillingdon entered Enhanced Monitoring, and delivery of a revised, needs led banding framework for both mainstream and special schools is a fundamental requirement of the Safety Valve programme.

The new special school banding framework has been co-produced with local special school leaders and implemented from April 2025. The Minimum Funding Guarantee now creates an artificial floor that prevents the full and correct application of this agreed framework in 2026–27.

Due to changes in pupil band distributions, updated top-up rates, and the phasing out of transitional protection, several schools would be artificially prevented from moving to their correct allocation without an MFG disapplication. The request was, therefore,

requesting that the DfE remove the MFG requirement for special schools only for the 2026–27 funding year to allow the continuation of the new system.

This paper sets out the financial context, the modelling outcomes, and the planned transition arrangements for 2026–27.

2. Background

In 2023, Hillingdon undertook a full review of SEND banded funding for both mainstream and special school provision. This review was required in the Safety Valve Agreement and has been developed in partnership with all special schools over two years.

The updated framework now includes:

- revised band descriptors
- re-costed top-up rates reflecting current need profiles
- consistent application of banding across settings
- clearer differentiation between complex and lower-level needs
- a move away from bespoke individualised packages to consistent needs driven funding

The special school framework has been developed through extensive engagement with special schools between April 2024 and March 2025, including individual school meetings, cross school moderation sessions, and funding modelling workshops. This ensured consistency of descriptor application and shared ownership of the final model.

Multiple rounds of joint moderation across all participating special schools have taken place to ensure descriptors are applied consistently and accurately reflect levels of need. Amendments to descriptors were made following moderation and feedback.

Benchmarking against neighbouring local authorities, particularly Ealing and Hounslow, demonstrated that historic special school funding levels in Hillingdon were, in most cases, higher than comparators, and that the revised banding values bring Hillingdon more closely in line while remaining reflective of local need profiles.

The 2026–27 dataset confirms continued shifts in the profile of need across the system. Some schools now have higher proportions of complex pupils, while others have a changing cohort with more moderate needs. These changes have direct implications for per-school funding totals and average top-up rates.

Benchmarking undertaken during the original review remains valid, and the 2026–27 model further aligns Hillingdon with comparable authorities while maintaining recognition of local need.

The local authority began implementing the special school framework in 2025–26, with protection to mitigate impact. For 2026–27, protection reduces from two thirds to one-third as confirmed in the modelling.

3. 2026/27 Financial Modelling Outcomes

The model provides updated top-up totals, per pupil averages for 2025-26 and 2026-27 and the variances for each school.

The 2026–27 model is based on January 2026 census pupil data, moderated band allocations, updated top-up values, and the second year of transitional protection.

Across all special schools, the model reflects a redistribution of funding driven by changing cohort profiles rather than reductions in provision. Schools admitting higher proportions of pupils with complex needs attract higher funding, while schools with a greater proportion of lower complexity needs see reduced average rates.

3.1 Summary of 2026–27 Top Up Funding (All Special Schools)

School	Pupil No. (26/27)	2025–26 Funded with 2/3 Protection	2026–27 Funded with 1/3 Protection	Average Rate 25/26	Average Rate 26/27	Variance per pupil	Variance total
Pinn River (All-through)	89	£2,980,000	£2,980,000	£33,483	£33,483	0	0
Grand Union Village (Primary)	86	£2,460,000	£2,460,000	£28,605	£28,605	0	0
Hedgewood (Primary)	172	£4,317,533	£4,231,767	£24,672	£24,603	-£68	-£11,751
Meadow (Secondary)	283	£4,658,867	£4,726,833	£17,782	£16,703	-£1,079	-£305,455
Moorcroft (Secondary)	106	£3,177,667	£3,312,333	£30,781	£31,248	£468	£49,594
Pentland Field (All-through)	130	£2,611,267	£2,676,333	£19,256	£20,587	£1,331	£173,053
The PRIDE (Secondary)	77	£1,768,200	£1,939,000	£25,260	£25,182	-£78	-£6,020
The Willows (Primary)	58	£817,000	£895,000	£16,020	£15,431	-£589	-£34,137

- Three schools experience funding reductions under the new model: Meadow, Hedgewood and The Willows
- The PRIDE experiences a very small reduction driven by cohort mix
- Moorcroft and Pentland experience increases reflecting higher complexity
- Pinn River and Grand Union Village reflect stable funding as new schools

These shifts reflect updated need profiles, not reductions in support. The 2026–27 bands and descriptors represent the most up to date assessment of pupils' levels of need.

4. Minimum Funding Guarantee (MFG) Disapplication

4.1 Rationale

Disapplication of the MFG is necessary to meet the expectations of the Safety Valve Agreement and to ensure the revised banding framework can be implemented as

intended. Retaining the MFG would undermine the integrity of the new system and perpetuate historic funding inequities.

The national 0% MFG prevents any special school from receiving lower per pupil top-up funding than the previous year. While this is a stabilising measure for some settings, it prevents the local authority from applying the revised banding model and allows schools to move to correct funding levels based on actual need for sustainable high needs expenditure. Because several schools would otherwise be held above their fair 2026–27 allocations, the MFG must be removed for a second year.

Without disapplication:

- corrected decreases could not be applied
- savings identified through the framework could not be reinvested in early intervention and mainstream support
- the model's integrity would be compromised, and individual package funding would re-emerge

4.2 Schools affected by decreases requiring MFG removal

- Meadow School (-£305k / -6.1%)
- Hedgewood School (-£11k / -0.3%)
- The Willows School (-£34k / -3.7%)

The PRIDE Academy does not require MFG disapplication as the reduction is not material and does not breach MFG thresholds.

5. Transition Plan for 2026–27

In 2025–26, schools were protected from 66% of any funding reduction as part of a planned three year transition to the new system.

To support sustainability and manageability for schools, protection reduces from two thirds to one-third in 2026–27. Schools continue to receive transitional protection for a further year. The LA officers and each school meet regularly to explore expenditure review, organisational structures, investigate approaches, cohort driven planning for more complex needs, cohort changes will be re-moderated at the in year adjustment special schools panel where appropriate. This phased approach supports fairness and ensures full transition to the full model.

LA officers continue to meet regularly with individual schools to support financial planning, review staffing and organisational structures, and plan for cohort driven changes. In year adjustments will continue to be made where there is a material change in pupil profile.

6. System Sustainability and Impact

By aligning funding more closely with need, the model supports a stronger graduated response, enabling more children with lower level needs to be supported effectively in

mainstream settings and freeing special school places for pupils with the most complex needs.

The 2026–27 model continues to improve consistency in decision-making, provides predictable income for schools and ensures funding follows need, not historical patterns. It also releases high needs resources to invest earlier in mainstream and, therefore, open special school places for children with the most complex needs. The aim is to secure alignment with Safety Valve requirements.

7. Recommendation

Schools Forum is asked to note the local authority's Minimum Funding Guarantee disapplication request sent to the DfE for three special schools for the 2026–27 financial year, and the subsequent outcome, in order to enable the full and correct implementation of the agreed special school banding framework.

	London Borough of Hillingdon Schools Forum Meeting 25 March 2026
Title	Scheme for Financing Schools
Agenda Item	5a
Report by	Luisa Hansen – Head of Finance – Children and SEND lhansen@hillingsdon.gov.uk Pamela Hawtree – Lead Finance Business Partner PHawtree@hillingsdon.gov.uk
Appendices	Appendix A – Scheme for Financing Schools 2026–27
Recommendation(s)	<input type="checkbox"/> Information <input type="checkbox"/> Consultation <input checked="" type="checkbox"/> Decision

Purpose

This report provides Schools Forum with a briefing on the changes made between the October 2025 and the March 2026 versions of the London Borough of Hillingdon’s Scheme for Financing Schools for the financial year 2026–27.

Background

The Scheme for Financing Schools sets out the financial relationship between the Local Authority and its maintained schools. It is updated annually to reflect changes in legislation, statutory guidance, and local policy. The October 2025 version was presented for consultation and feedback at Schools Forum. The March 2026 version, presented for approval by Schools Forum on 25 March 2026, incorporates local amendments for the financial year 2026–27.

Working Group – Review of the Scheme for Financing Schools

At the January 2026 Schools’ Forum meeting, the Local Authority was actioned to undertake a full review of the Scheme for Financing Schools and to establish a working group of headteachers from maintained schools to contribute to this process. In response to this action, we wrote to Headteachers of maintained schools in January 2026 inviting volunteers to join a small working group, with a broad mix of school types. This action has been completed. Two working group meetings were held on 25 February 2026 and 5 March 2026.

The revised Scheme for Financing Schools 2026–27, incorporating the feedback and input from the working group, was shared with all Headteachers and Governing Bodies of maintained schools on 12 March 2026, ahead of Schools’ Forum on 25 March 2026.

Key Changes from October 2025 to March 2026 version

1. Scheme Period and DfE References Updated

- The Scheme now covers the period April 2026 – March 2027. Two new references to DfE statutory guidance have been added: a link to the DfE Schemes for Financing Local Authority Maintained Schools guidance; and a link to the DfE’s Schools Forum powers and responsibilities guidance, providing further context on the statutory decision-making framework.

2. Financial Controls

- Budget Planning (Section 2.3.1): Wording updated from “3-year” to “three-year” balanced budget plan. Submission deadline clarified as 31 May each year (or the last working day in May). New requirement added for schools to provide a full-year outturn forecast at the end of each quarter as part of budget monitoring submissions to the Schools Finance Team, to support assessment of the Schools Financial Value Standards (SFVS).
- The reference allowing schools to grant interest-free loans of up to £1,500 to Early Career Teachers, and the associated model loan application form (previously Appendix 5), have been removed from the Scheme.
- Procurement Rules Link Updated (Section 2.10). The reference to the Procurement Rules in the Council Constitution has been updated to include a direct hyperlink to the Council’s constitution and governance pages on the Hillingdon Council website.

3. Instalments of budget share

- Cash Advance Refinancing: A typographical error has been corrected (“saddles” amended to “straddles”) and clarification added that a Future Years’ Cash Advance Refinancing applies where a cash advance is not a short-term cash injection (up to 1 year).

4. Deficit Management, Licensed Deficits, Writing off Deficits and Interest on Advances

- Licensed Deficit Process (Section 4.5): Revised and simplified. The process is now set out more clearly with an explicit reference to Section 4.9 and to the LA’s ‘Supporting Schools in Financial Difficulty’ policy. The recovery plan process requires approval from the Corporate Director of Finance, the Corporate Director of Children’s Services, and Cabinet. New Licensed Deficit Application Form introduced (see Appendix 4).
- Deficit Threshold (Section 4.5.1): Updated from requiring a recovery plan when a deficit exceeds 5% of ISB at 31 March, to requiring an explanation of how the school will return to balance when overspending exceeds 5% of its annual budget.
- Interest on Cash Advances (Section 4.6): Clarified that interest is not charged on the accounting deficit itself, but on any cash advances provided by the LA to support the deficit position, at the prevailing SONIA rate. This is consistent with DfE statutory guidance.
- Writing Off Deficits (Section 4.7): Added explicit statement that the local authority cannot write off deficits – confirmed as a statutory requirement under DfE guidance.
- Expanded Licensed Deficit Process (Section 4.9): Substantially expanded. Sets out full application process requiring a Licensed Deficit Application Form (Appendix 4) signed by the Headteacher and Chair of Governors; conditions include a maximum three-year recovery period, monthly monitoring, and no extension of the recovery period.
- New Section 4.9.1 on Historical Deficits, including the requirement for an SRMA (School Resource Management Adviser) application for schools with significant or long-term deficits.

5. Updated Appendices

- Appendix 1 (Schools Subject to the Scheme): Updated school list – total reduced from 49 to 48 schools, reflecting changes to maintained schools in the borough.
- Appendix 2: Completely rewritten and retitled from “Best Value and Schools” to “Value for Money and Financial Assurance (Maintained Schools)”. The new appendix sets out the LA’s statutory Best Value Duty, school-level requirements for financial governance, benchmarking, procurement and audit, requirements for annual SFVS completion, and the Council’s oversight and intervention responsibilities.
- Appendix 4: Replaced from “Responsibility for Redundancy and Early Retirement Costs” (which has been removed; separate redundancy policy) with a new “Licensed Deficit Application & Agreement Form” for schools seeking approval for a licensed deficit.
- Appendix 5: Removed (ECT Loan Application Model – see item 4 above).

6. Terminology and Other Drafting Corrections

- “Chief Financial Officer” updated to “Chief Finance Officer” throughout the Scheme (Sections 2.3, 2.15, 3.3, 11.6). “Inland Revenue” / “Board of Inland Revenue” updated to “His Majesty’s Revenue and Customs (HMRC).” PFI section numbering corrected.

Further information

A link to the current DfE guidance (2025 to 2026) can be found below. Note: The DfE guidance for 2026 to 2027 had not been published at the date of this report.

[Schemes for financing local authority maintained schools 2025 to 2026 - GOV.UK](#)

Summary

Schools Forum is asked to note the changes and approve the March 2026 version of the Scheme for Financing Schools 2026–27, confirming that it reflects statutory guidance and local priorities.

Schools are reminded to ensure compliance with the updated Scheme and submit required financial documentation by the stated deadlines, including the three-year balanced budget plan by 31 May 2026 and the annual SFVS return.

Please note: The DfE has not yet updated its statutory guidance on Schemes for Financing Local Authority Maintained Schools for 2026–27 (as of the date of this report, 17 March 2026). The Council’s Scheme for Financing Schools 2026–27 has been drafted in accordance with the DfE guidance currently in force (2025 to 2026, updated 27 March 2025). When the DfE publish updated guidance that introduces changes to the Scheme, these will need to be reflected in a revised version of the Scheme, which would be re-presented to Schools Forum for approval in the usual way.



London Borough of Hillingdon

Scheme for Financing Schools

April 2026 – March 2027

Schools Forum reviewed: 25 March 2026

Scheme for Financing Schools

Section	Title
Section 1	<u>Introduction</u>
Section 2	<u>Financial Controls</u>
Section 3	<u>Instalments of budget share: banking arrangements</u>
Section 4	<u>Treatment of surpluses and deficits</u>
Section 5	<u>Income</u>
Section 6	<u>Charging of school budget shares</u>
Section 7	<u>Taxation</u>
Section 8	<u>Provision of services and facilities by the Authority</u>
Section 9	<u>PFI Clauses</u>
Section 10	<u>Insurance</u>
Section 11	<u>Miscellaneous</u>
Section 12	<u>Responsibility for repairs and maintenance</u>
Section 13	<u>Community Facilities</u>
Appendix 1	<u>Schools subject to the scheme</u>
Appendix 2	<u>Value for Money and Financial Assurance (Maintained Schools)</u>
Appendix 3	<u>Categories of work for repairs and maintenance</u>
Appendix 4	<u>Licensed Deficit Application & Agreement Form</u>

Section 1: Introduction

1.1 The funding framework

The London Borough of Hillingdon is committed to a funding framework, agreed with its schools, which supports school improvement, strengthens outcomes for pupils and allows schools and the local authority to offer efficient and effective services. The funding framework which replaces local management of schools is set out in the legislative provisions in sections 45- 53 of the School Standards and Framework Act 1998 and School and Early Years Finance (England) Regulations 2024. Further details are set out in the Department for Education's Statutory Guidance: Schemes for Financing Local Authority Maintained Schools, available at: [Schemes for financing local authority maintained schools 2025 to 2026 - GOV.UK](#)

Under this legislation, local authorities determine for themselves the size of their schools budget and their non-schools education budget – although at a minimum an authority must appropriate its entire Dedicated Schools Grant to their schools budget. The categories of expenditure which fall within the two budgets are prescribed under regulations made by the Secretary of State, but included within the two, taken together, is all expenditure, direct and indirect, on an authority's maintained schools except for capital and certain miscellaneous items. Authorities may deduct funds from their schools budget for purposes specified in regulations made by the Secretary of State under s.45A of the Act (the centrally retained expenditure).

The amounts to be deducted for these purposes are decided by the authority concerned, subject to any limits or conditions (including gaining the approval of their Schools Forum or the Secretary of State in certain instances) as prescribed by the Secretary of State. Further detail on the statutory role and decision-making powers of Schools Forums is set out in the Department for Education's Schools forum powers and responsibilities guidance, available at: [Stat guidance template](#). The balance of the school's budget left after deduction of the centrally retained expenditure is termed the Individual Schools Budget (ISB). Expenditure items in the non-school's education budget must be retained centrally (although earmarked allocations may be made to schools).

Authorities must distribute the ISB amongst their maintained schools using a formula which accords with regulations made by the Secretary of State and enables the calculation of a budget share for each maintained school. This budget share is then delegated to the governing body of the school concerned, unless the school is a new school which has not yet received a delegated budget, or the right to a delegated budget has been suspended in accordance with s.51 of the Act. The financial controls within which delegation works are set out in a scheme made by the authority in accordance with s.48 of the Act and regulations made under that section. All proposals to revise the scheme must be approved by the schools forum, though the authority may apply to the Secretary of State for approval in the event of the forum rejecting a proposal or approving it subject to modifications that are not acceptable to the authority.

Subject to any provision made by or under the scheme, governing bodies of schools may spend such amounts of their budget shares as they think fit for any purposes of their school* and for any additional purposes prescribed by the Secretary of State in regulations made under s.50 of the Act. (*Section 50 has been amended to provide that amounts spent by a governing body on providing community facilities or services under section 27 of the Education Act 2002 are treated as if they were amounts spent for the purposes of the school (s50(3A) of the Act.)

An authority may suspend a school's right to a delegated budget if the provisions of the authority's financial scheme (or rules applied by the scheme) have been substantially or persistently breached, or if the budget share has not been managed satisfactorily. A school's right to a delegated budget share may also be suspended for other reasons (schedule 17 to the Act).

Each authority is obliged to publish each year a statement setting out details of its planned Schools Budget and other expenditure on children's services, showing the amounts to be centrally retained and funding delegated to schools. After each financial year the authority must publish a statement showing outturn expenditure at both central level and for each school, and the balances held in respect of each school.

The detailed publication requirements for financial statements are set out in directions issued by the Secretary of State, but each school must receive a copy of each year's budget and outturn statements so far as they relate to that school or central expenditure.

Regulations also require a local authority to publish their scheme and any revisions to it on a website accessible to the general public, by the date that any revisions come into force, together with a statement that the revised scheme comes into force on that date.

1.2 The role of the scheme

The scheme is binding on both the Authority and maintained schools. It aims to set the financial relationship between the Local Authority and the maintained schools which it funds. The scheme contains requirements relating to financial management and associated issues and sets parameters within which schools can exercise the financial and management freedoms they have experienced in Hillingdon, both as LA maintained schools with high levels of delegation and local bank accounts, and as former grant maintained schools with full delegation.

The scheme represents the minimum requirements necessary for the Chief Finance Officer of the Authority to exercise his/her responsibilities under s.151 of the Local Government Act 1972.

1.2.1 Application of the scheme to the Authority and maintained schools

This scheme applies to all community, nursery, special, voluntary, foundation (including trust), foundation special schools and PRUs maintained by the authority whether they are situated in the area of the authority or situated elsewhere.

It does not apply to schools situated in the authority's area which are maintained by another authority. Nor does it apply to academies, free schools, University Technical Colleges or Studio Colleges.

A list of the schools to which this scheme applies is in **Appendix 1**.

Publication of the scheme

A copy of the scheme and any amendments to it will be published on <https://www.hillingdon.gov.uk/schools-forum> so that it is accessible to all schools and the general public.

1.3 Revision of the scheme

There are no directed revisions issued by the Secretary of State for the 2025-26 period. This scheme reflects the statutory guidance as published in March 2025. Any proposed revisions to the scheme will be the subject of consultation with the governing body and head teacher at every school maintained by the Local Authority. Following consultation, all proposed revisions must be submitted to the schools forum for approval by members of the forum representing maintained schools. Where the schools forum does not approve them or approves them subject to modifications which are not acceptable to the authority, the authority may apply to the Secretary of State for approval. It is also possible for the Secretary of State to make directed revisions to schemes after consultation. Such revisions become part of the scheme from the date of the direction.

1.4 Delegation of powers to the head teacher

It is a requirement that each Governing Body puts in writing the **financial** powers it has delegated to sub-committees and to the head teacher. Any decision (and subsequent revisions) should be recorded in the minutes of the governing body. The precise arrangements are for each Governing Body to determine for itself, but the LA would recommend as good practice that a Finance sub-committee be established to consider the budget position of the school and to report to the Governing Body on its findings. The LA would also wish to recommend the following split between Governing Body (and sub-committee) and the head teacher.

Financial responsibilities to be retained by the Governing Body (including those responsibilities delegated to a Finance sub-committee):

- Overall responsibility for the financial management and budgetary control of the school.
- Approval of the revenue budget as prepared and submitted by the head teacher.
- Regular review of the school's expenditure against the budget based upon reports from the head teacher, giving details of performance, especially with respect to variations on the budget plan resulting in under/ over-spends.
- Approval of proposals to exceed agreed limits of delegated authority.

- Approval of funds to be spent on prescribed capital projects subject to the Council's agreement and statutory regulations.
- Approval of additional insurance cover to be funded from the school's delegated budget.
- Approval of the disposal of obsolete or surplus items of equipment valued at more than **£500** but not exceeding **£5,000** (above which the approval of the Chief Financial Officer is required.)
- The opening and acceptance of tenders required to comply with the Council's standing orders for contracts provided to or by the governing body.

Financial responsibilities to be delegated to the head teacher.

- Day-to-day responsibility for the financial management and budgetary control of the school.
- Any other financial responsibilities apart from those listed above as remaining the responsibility of the Governors.
- To ensure compliance with the Council's standing orders and financial regulations.

The Governing Body is responsible for approving the first formal budget plan of each financial year, regardless of the arrangements for delegations.

1.5 Maintenance of Schools

The Local Authority is responsible for maintaining the schools covered by the scheme, (except in the case of a voluntary aided school where some of the expenses are, by statute, payable by the governing body). Part of the way an authority maintains its schools is through the delegation of funding to schools including a provision for maintenance.

Section 2: Financial Controls

2.1.1 Application of financial controls to schools

Schools are obliged to adhere to requirements on financial controls and monitoring in the management of their delegated budget and any earmarked sums devolved to the school. In particular, schools must comply with:

- a) Hillingdon's **Financial Regulations** – Appendix 1 of **Guidance to Schools on Financial Management**
- b) Hillingdon's **Standing Orders (Schools)** – Appendix 2 of **Guidance to Schools on Financial Management**

2.1.2 Provision of financial information and reports

Schools should provide the authority with details of anticipated and actual expenditure and income, in a form and at times determined by the authority, currently the local authority require schools to submit quarterly returns. Where a school is in financial difficulty, the local authority may take the decision to request monthly monitoring reports in order to ensure that the financial position is being adequately managed and the recovery is in line with the recovery plan. The necessary reports are explained in the **Requirements on Financial Reporting** within the [Guidance to Schools on Financial Management](#) (section 2).

The format determined by the LA for submission of information should so far as possible take account of the Consistent Financial Reporting framework and the desirability of compatibility with that framework.

2.1.3 Payment of salaries; payment of bills

School's internal procedures for paying salaries and other bills can be set at the discretion of the governing body, within the constraints of the Council's Financial Regulations and Standing Orders. Separate guidance on setting internal procedures is provided to schools in the [Guidance to Schools on Financial Management](#).

2.1.4 Control of assets

The governing body is responsible for the management of the school's resources which include the custody and control of stocks and stores and the maintenance of a record of stock receipts and issues.

The governing body is required to maintain an inventory of all its moveable non-capital assets (including commercial lease agreements for assets i.e. minibuses and photocopier leases), furniture, plant, computer and other equipment, tools and individual articles for all items valued at over £1,000.

Requirements relating to inventories are included in the Hillingdon **Financial Regulations (contained in Appendix 1 of Guidance to Schools for Financial Management)**.

The inventory must record the necessary details to meet audit requirements and should be checked annually. This document's £1,000 limit supersedes the £250 value stated in the section D of [Guidance to Schools on Financial Management](#). However, schools are free to determine their own arrangements for keeping a register of assets worth less than £1,000. The Authority encourages schools to register anything that is portable and attractive, such as a camera. They should keep a register in some form.

The governing body must authorise all write offs and disposals of surplus equipment and stocks. Where these are sold, schools should have regard to obtaining the best possible price for these items and details of write offs and disposals should be recorded for checking as part of the periodic audit of schools. Schools must not dispose of the authority's capital assets nor take any decision, which would adversely affect the value of such assets.

Governors have delegated authority to dispose of items valued at £5,000 or less which become obsolete or surplus to the school's requirements. The Governing Body must be in a position where it can demonstrate that it achieved best value for the school (which will normally mean that it has been sold to the highest bidder), the income being retained by the school. The Governing Body (or the headteacher if delegated) must authorise the write-off of these items. The approval of the LA's Chief Financial Officer is required for the disposal of items valued at more than £5,000.

2.1.5 Accounting policies (including year-end procedures)

Schools' accounts, provided to the local authority during the year, are to be prepared either on a receipts and payments basis or an accruals basis and each governing body should indicate at the start of the year the basis they would wish to adopt. In either case the reports should be cumulative.

At the year end the accounts will need to be on an accruals basis. Schools will be expected to maintain the accounts in their own financial systems in such a way as to facilitate the production of a detailed analysis which meets the requirements set out in the [Guidance to Schools on Financial Management](#).

Schools will be required to provide details of outstanding creditors, outstanding debtors, pre-payments and income in advance in order that the local authority's accounts can appropriately reflect each school's balance sheet position. This scheme does not seek to impose a particular system of accounting (i.e. cash, commitments or accruals) for the school's internal purposes.

2.1.6 Writing off of debts

Once all reasonable courses of action have been taken to recover monies where an invoice has been raised, a governing body may write-off the income if the outstanding amount on the invoice is less than **£500**. It is recommended that the Governing Body take this decision itself and an annual list of items written off should be sent to the Head of Finance for Children's Services.

Where the amount outstanding on the invoice exceeds **£500** the write-off should be approved by the Head of Finance for Children's Services.

2.2 Basis of accounting

The financial year runs from 1st April to 31st March. Reports provided to the local authority during the year will be either on a cash or accruals basis. This is made clear in the [Guidance to Schools on Financial Management](#).

2.3 Submission of budget plans

Schools are required to submit a budget plan for their individual school budget and any known earmarked sums, approved by the full Governing Body, by **31st May of each financial year**. Schools may take account of balances at the end of the previous year in planning their budget for the new financial year. The format of the budget plan should be as per the [Guidance to Schools on Financial Management](#).

During the year the Governing Body is required to report on their expected outturn financial position for the year as part of the quarterly reporting process, as set out in the [Guidance to Schools on Financial Management](#). This is to enable the Chief Finance Officer to fulfil his responsibilities under Section 151 of the Local Government Act 1972, ensuring the necessary financial standards are being met and to make an informed response to questions raised in relation to schools. The local authority is bound by this scheme to supply schools with all information held on income and expenditure data which it holds which is necessary for efficient planning by schools.

2.3.1 Submission of Financial Forecasts

Schools must submit a **three-year balanced budget plan** to the Authority by 31 May each year (or the last working day in May where 31 May is not a working day). The school's budget plan must be approved and signed by the governing body or a committee of the governing body.

The LA requires schools to submit their budget plan in the format prescribed in the [Guidance to Schools for Financial Management](#). Schools setting a deficit budget must clearly demonstrate how their three-year forecast incorporates an approved deficit recovery plan (refer to section 4.9 Licensed deficits).

As part of budget management, schools are required to undertake regular forecasts of outturn against budget. Schools are required to provide a full year forecast as at

the end of each quarter as part of the budget monitoring submissions to the Schools Finance Team.

These forecasts will be used to confirm if schools are undertaking effective financial planning and to identify any potential budgetary problems in future years. In addition, these will be used as evidence to support the LA's assessment of the Schools Financial Value Standards (SFVS)

The budget plans received from schools will be used for assessment against Schools Financial Value Standards forms and to monitor school balances.

2.4 School Resource Management

Schools must seek **effective management of resources** and value for money, to optimise the use of their resources and to invest in teaching and learning, taking into account the Authority's purchasing, tendering and contracting requirements outlined in section 2.10.

It is for Headteachers and Governors to determine at school level how to secure better value for money. There are significant variations in efficiency between similar schools, and so it is important for schools to review their current expenditure, compare it to other schools and think about how to make improvements.

2.5 Virement

Schools have the freedom to vire budgets between budget heads in the expenditure of their delegated budget share.

Schools may not, however, vire between the delegated budget share and any earmarked sums. The arrangements for virement within each earmarked sum will vary, depending on the nature of the expenditure. Virement arrangements for earmarked sums will be notified to schools when they are advised of the purposes to which the sums may be put.

2.6 Audit: General

From April 1999, the accounts of all maintained schools have formed part of the total income and expenditure subject to external audit and all schools are therefore within the scope of the LA external audit regime. The governing body must bear in mind that whilst external auditors must plan, perform and evaluate their audit work to have a reasonable expectation of detecting material misstatements arising from error or fraud, the duty to deter and detect fraud rests primarily with the Governing Body.

In addition, the internal audit of schools is an obligation imposed upon the Council by the Local Audit and Accountability Act 2014 which require the maintenance of an adequate and effective system of internal audit of the accounting records and systems of the council.

The responsibility for Internal Audit of schools has been delegated to the LA's Section 151 Officer. To enable the LA's internal auditors to carry out their duties schools must allow the auditor's full access at all times to all papers and records of the school and provide explanations the auditors consider necessary. Schools must pass on to auditors any information that the auditors should be aware of to carry out their audit.

Internal audit has introduced a fully risk-based approach to the internal audit coverage of Hillingdon schools. Financial regulations require the governing body to inform the Head of Internal Audit & Risk Assurance immediately, in any circumstances where a financial irregularity occurs or is suspected.

The reports provided to the Authority as per the [Guidance to Schools on Financial Management](#), will provide most of the information necessary to allow external audit to form a view on schools' accounts. Nevertheless, external audit may wish to visit schools on a sample basis to examine prime documents at source and schools are required to provide all internal and external auditors with access to such records or information as they believe to be necessary in the completion of their audit.

The records which schools are required to retain for audit and other inspection are included in **para 1.25** of the **Financial Regulations**, (Retention of Documents Policy).

2.7 Separate external audits

Schools may, if they wish, arrange for an external audit of their accounts, separate from and in addition to the LA internal and external audit process described in **Section 2.6** above, using funds from their delegated budget share.

Schools should consider whether the service they require is financial advice, rather than a full or partial audit.

2.8 Audit of voluntary and private funds

Schools' voluntary funds must be kept completely separate from the delegated budget. Governing Bodies of community schools should take account of the charities legislation which requires that private school funds are legally required to be registered as a charity if income exceeds **£5,000** per annum. Voluntary and foundation schools are exempt from registering.

There should be a clear audit trail if any monies are donated from the voluntary fund to the school budget. Where a donation is made to the delegated budget of the school, this should be recorded as income for the school and should not be coded to offset the expenditure on the item for which the donation was made.

The school is required to have an annual audit or, where appropriate, an independent examination of expenditure, and to have available the audit certificates, in respect of any private school funds held by the school or the accounts of any trading organisations controlled by the school.

There is **no** requirement that these be sent to the LA; rather they should be available for inspection by internal audit if requested.

2.9 Register of business interests

All schools are required to establish and maintain a register of business interests. This will list, for each member of the governing body and the head teacher, any business interests they or any member of their immediate family have along with details of any other educational establishments they govern and any relationships between governors and members of the school staff including spouses, partners and relatives.

The register should include the information in the example format in the [Guidance for Schools on Financial Management](#). All schools are required to keep their register up to date using notifications of changes, as well as reviewing all entries on an annual basis.

The register does **not** need to be sent to the LA but should be available for scrutiny by governors, staff, parents and auditors on request. From 1 September 2015, governing bodies have been under a duty to publish their register of interests on the school website.

2.10 Purchasing, tendering and contracting requirements

Schools are required to abide by the Council's Standing Orders with respect to purchasing, tendering and contracting matters. Details of LBH's Standing Orders are contained in **Procurement Rules in the Council Constitution - [Council constitution and governance | How the council works | Hillingdon Council](#)**. In particular, schools must assess in advance, where relevant, the health and safety competence of contractors, taking account of the LA's policies and procedures. Breaches of compliance will result in the removal of Delegated Authority and possible disciplinary action may also be initiated.

Schools who have been awarded Delegated Authority shall comply with these standing orders and all relevant best practice and specifically [DfE Buying for Schools Guidance](#). It is the Head teacher and Governing bodies responsibility to ensure that any Schools officer involved in placing contracts is suitably experienced and qualified to do so.

Local authority maintained schools are required to abide by the Council's Standing Orders with respect to purchasing, tendering and contracting. Governing Bodies are also empowered under paragraph 3 of schedule 1 to the Education Act 2002 to enter into contracts, and in most cases they do so on behalf of the Local Authority as maintainer of the school.

The Council has set the following delegated authority and criteria for the acceptance, consistent with the Financing Scheme for Schools approved by Cabinet:

Value Range	Process to follow	Description	Approval
Up to £3,000	Best Value	Officers to demonstrate best value has been achieved	Headteacher
£3,001 - £10,000	Quotes	Two written quotes required*	Headteacher
£10,001 – £50,000	Quotes	Minimum of 3 written quotes*	Governing Body
£50,001 - £100,000	Quotes	Minimum of 5 written* quotes	Governing Body
£100,000 and above	Tender	Minimum of 5 tenders	Governing Body
£180,000 and above	Tender / FTS Notice	European tender (goods/services)	Governing Body and Local Authority

*Quotes should be invited from viable suppliers or use a ‘mini competition’ from compliant Framework. Where possible at least two quotations should be sought from local suppliers. Where a direct award via a compliant framework is proposed this should be undertaken with reference to Standing Order 4.1 c.

Governing Bodies are required to obtain approval from the Local Authority at the outset of any procurement where the contract value is greater than £180,000 so the local authority can seek assurance on how value for money will be achieved through a compliant tender approach.

2.11 Application of contracts to schools

Schools have the right to opt out of LA-arranged contracts except where they lost that right for particular contracts where they have agreed to be bound into the specified terms and conditions.

Although Governing Bodies are empowered under paragraph 3 of schedule 1 to the Education Act 2002 to enter into contracts, in most cases they do so on behalf of the LA as maintainer of the school and the owner of funds in the budget share. To comply with Hillingdon’s constitution, Governing Bodies are required to obtain LA countersignature on contracts with third parties where the value of the contract exceeds £180,000.

The only exceptions to this are:

- a) contracts of employment entered into by aided or foundation schools;
- b) contracts for the works or fees associated with building projects at aided schools where the project is the governors’ liability;
- c) contracts for the works or fees associated* with building projects at foundation schools where the funding (including DfE funding) provided via

the LA is less than £180,000 (i.e. in practice this exemption is likely to occur only where a foundation school has generated the funding for the project itself through land disposal, sponsorship or other fund-raising).

2.12 Central funds and earmarking

The LA is authorised to make sums available to schools from central funds, in the form of allocations which are additional to and separate from the schools' budget shares. Such earmarked funding from centrally retained funds should be spent only on the purposes for which it is given and must be returned to the LA if not spent within the period stipulated.

Schools will be required to code expenditure relating to earmarked sums to a cost-centre, determined by the LA, with the required subjective analysis. This will be reflected in the expenditure return submitted to the local authority to demonstrate that the requirement for which the funding has been given is complied with.

The LA may not deduct from payments to schools of devolved specific or special grant, any sum in respect of interest costs to the LA.

2.13 Spending for the purposes of the school

The governing body may use their delegated budget and any earmarked sums for the purposes of the school; this includes spending on pupils at other maintained schools or academies and spending on community facilities or services.

The Governing body must not make or sanction gifts or ex-gratia payments from public funds. Gifts / benefit payments to staff in cash or kind are not permitted.

2.14 Capital spending from budget shares

Governing bodies are allowed spend any surplus or uncommitted part of a school's budget share remaining after revenue commitments have been met, on capital purposes. This includes expenditure by a governing body of a voluntary aided school on work, which is their responsibility under paragraph 3 of Schedule 3 of the SSAF Act 1998.

To avoid conflict with the Hillingdon's capital expenditure controls, governors must inform the LA's Director of Education & SEND that they wish:

- a) to enter into a contract for the acquisition, enhancement or replacement of any buildings / structures, plant machinery, apparatus or vehicles costing more than **£15,000** per single item; or
- b) to enter into a lease agreement where the value is more than **£15,000**

This is to ensure that the Director of Education & SEND accounts for the expenditure appropriately; schools do not need the permission of the Director Education & SEND to enter into such agreements; but must take account of any

advice from the Director Education & SEND as to the merits of the proposed expenditure.

The reason for these provisions is to help meet responsibilities with the School Premises (England) Regulations 2012, the Workplace (Health, Safety and Welfare) Regulations 1992, the Regulatory Reform (Fire Safety) Order 2005, the Equality Act 2010, and the Building Regulations 2010. Expenditure from capital allocations made available by the Authority outside of the delegated budget share are not affected by these provisions.

These provisions do not affect expenditure from any capital allocation made available by the authority outside the delegated budget share. Schools are required to separately identify these works in any financial returns made to the authority.

2.15 Notice of concern

The LA may issue a notice of concern to the governing body of any school it maintains where, in the opinion of the Chief Finance Officer and the Director Education & SEND, the school has failed to comply with any provisions of the scheme, or where actions need to be taken to safeguard the financial position of the local authority or the school.

Such a notice will set out the reasons and evidence for it being made and may place on the governing body restrictions, limitations or prohibitions in relation to the management of funds delegated to it.

These may include:

- insisting that relevant staff undertake appropriate training to address any identified weaknesses in the financial management of the school;
- insisting that an appropriately trained/qualified person chairs the finance committee of the governing body;
- placing more stringent restrictions or conditions on the day to day financial management of a school than the scheme requires for all schools – such as the provision of monthly accounts to the local authority;
- insisting on regular financial monitoring meetings at the school attended by local authority officers;
- requiring a governing body to buy into a local authority's financial management systems; and
- imposing restrictions or limitations on the manner in which a school manages extended school activity funded from within its delegated budget share – for example by requiring a school to submit income projections and/or financial monitoring reports on such activities.

The notice will clearly state what these requirements are and the way in which and the time by which such requirements must be complied with in order for the notice to be withdrawn. It will also state the actions that the authority may take where the governing body does not comply with the notice.

2.16 Schools Financial Value Standard (SFVS)

All local authority-maintained schools (including nursery schools and Pupil Referral Units (PRUs) that have a delegated budget) must demonstrate compliance with the Schools Financial Value Standard (SFVS) and complete the assessment form on an annual basis. It is for the school to determine at what time in the year they wish to complete the form.

Governors must demonstrate compliance through the submission of the SFVS assessment form signed by the Chair of Governors. The form must include a summary of remedial actions with a clear timetable, ensuring that each action has a specified deadline and an agreed owner. Governors must monitor the progress of these actions to ensure that all actions are cleared within specified deadlines. All maintained schools with a delegated budget must submit the form annually to the local authority before the end of the financial year.

2.17 Fraud

All schools must have a robust system of controls to safeguard themselves against fraudulent or improper use of public money and assets.

The governing body and head teacher must inform all staff of school policies and procedures related to fraud and theft, the controls in place to prevent them; and the consequences of breaching these controls. This information must also be included in induction for new school staff and governors.

Section 3: Instalments of Budget Share (includes any place-led funding for special schools or pupil referral units); Banking Arrangements

3.1 Frequency of instalments

Cash advances based on budget shares for the year will be paid to schools in 12 instalments by crediting schools' nominated bank accounts (i.e. cleared funds) on the last banking day before the 15th of the month (or the preceding day if the 15th falls on a non-banking day) to allow schools to meet their payroll commitments in time.

3.2 Proportion of budget share payable at each instalment

The Authority will calculate the amount to be paid to each school on the following basis.

During the financial year, schools will need cash in order to meet commitments arising from their delegated and devolved budgets. The Authority will identify each month what the total known budgets for the school are.

In the monthly instalments between April and March the amount payable will be:

$$(A - B) \times 1/C$$

where;

A = known budgets at time when monthly cash advance transaction needs to be calculated (i.e. normally 2 weeks prior to the date the cash is transferred to schools' bank accounts).

B = cash advances already made to the school for that financial year's funding.

C = the number of monthly cash advances till year-end

Maintained special schools and Specialist Resource Provision (SRP)/ Designated Units (DU) units will receive their planned **placed funding** (for Hillingdon pupils only) in 12 equal instalments from April to March. **Top up funding** is paid over 39 weeks in line with the academic year - schools will be paid monthly for all school days that fall in that month.

After the end of the financial year the total cash advanced will be compared against the total delegated and devolved budgets for the financial year. The resulting balance will either be added to or deducted from the monthly cash advance following the confirmation by the LA of the carry-forward balance for all schools i.e. a one-off adjustment to the cash advances for either July or August of the year following that financial year. A worked example is in the [Guidance for Schools on Financial Management](#).

The only exceptions to this standard distribution are:

- Grants which may be paid to the Local Authority for distribution to schools
- Capital funding for specific projects (i.e. other than formula capital allocations) will be distributed on a school by school basis in accordance with the planned expenditure on the project agreed with the LA.
- Where a maintained school converts to Academy, adjustments will be made to the maintained school's cash advance to adjust funding no longer owing to the school or recoup overpayments

3.3 Interest clawback

There will be no deduction for interest where a school receives cash advances in the pattern and for the amounts calculated in **Sections 3.1** and **3.2** above.

3.3.1 Interest on Future Years' Cash Advance Refiling

Where schools require additional cash arising from overspending as part of a licensed deficit arrangement or where the payment of the additional cash advance straddles two financial years (i.e. not a short-term cash injection, up to 1 year), a formal application in line with Local Authority requirements for a Future Years' Cash Advance Refiling will be required.

The application must include a three-year budget forecast that reflects how the school plans to recover from the deficit and realign their spend with the budget share.

Any advance payments will accrue interest at the prevailing Sterling Overnight Index Average (SONIA) rate effective for the term of the advance, prevailing on the day the advance is repaid. Interest on longer term advances or advances for periods above one year will be charged at the prevailing Sterling Overnight Index Average (SONIA) rate at the time the advance is taken reviewed annually at the start of each financial year. This will affect those schools whose patterns of expenditure are different to the norm or those that have accumulated deficit budgets. An example of the application form to be used is in the [Guidance to Schools on Financial Management](#).

3.3.2 Interest on Loans

Where a school requires a loan to assist in spreading the cost over more than one year of large one-off individual items of a capital nature, the loan will accrue interest calculated on the same basis as detailed in Section 3.3.1 above.

Schools are not permitted to borrow money from any other source without the written permission of the Secretary of State (see para 3.6 and DfE guidance on borrowing restrictions).

3.3.3 Interest on Late Budget Share Payments

In circumstances where the LA fails to provide the monthly cash advance on the predetermined date, and this was due to LA error, schools will be entitled to interest at the prevailing Sterling Overnight Index Average (SONIA) rate.

3.4 Budget shares for closing schools

Budget shares of schools for which approval for discontinuation has been secured may be made until closure on a monthly basis net of estimated pay costs at the discretion of the Chief Finance Officer.

3.5 Bank and building societies

All maintained schools may operate a bank account separate to the Council's own bank account.

When converting to become an Academy, a closing-maintained school's bank account mandate should provide that the LA is the owner of the funds during the period that the accounts are being finalised which is three months from the date the school ceases to exist.

Any interest generated from bank account balances may be retained by the school, credited to the school's budget share (**never** the private school fund). Schools having bank accounts with other banks prior to 1 April 2001 are allowed to retain those accounts.

The **Hillingdon Financial Regulations** include requirements on bank accounts, in particular **paras 3.124**.

3.5.1 Restrictions on accounts

Schools can use any of the following banks:

Barclays, HSBC, Lloyds Bank, NatWest, Royal Bank of Scotland and Standard Chartered Bank.

No other banks should be used without written consent of the Council's S151 Officer. Schools may operate more than one bank account, but each one, other than those for unofficial funds, would need to be reconciled to the same timetable as is specified in Appendix 4 of the [Guidance to Schools on Financial Management](#).

If a school's bank account is opened under its own name, provision should be made for the LA to take control and be the owner of the funds if the school's right to a delegated budget is suspended by the LA.

Every cheque **must** be signed by two authorised individuals and at least one of those individuals **must** be a member of staff. It is advised that signatories should be Headteacher, Deputy Headteacher and/or a senior member of staff.

It is **strongly advised** that the school administrative (or finance) officer **is not involved** in the cheque signing process. The need to have a separation of duties would suggest that it is best practice for the school administrative (or finance) officer not to be a cheque signatory.

It is also **advised** that governors **should not be routine** cheque signatories. Under the scheme of delegation for sub-committees and the headteacher, it is recommended that the headteacher have delegated authority to run the day-to-day finances of the school; signing cheques is an operational aspect of financial administration. Where governors are cheque signatories the school is likely to encounter problems in having sufficient cheque signatories in an emergency. Equally, however, smaller schools may be able to resolve some of the difficulties they often face in ensuring separation of duties by including a governor on the bank mandate.

Governing bodies may decide that it is appropriate for cheques above a certain amount (e.g. **£20,000**) to be counter-signed by a governor, but there is no requirement for this to be the case. Schools which do decide to include a governor on the bank mandate **must** check that the school's insurance policy covers governors for **fidelity guarantee**.

In considering which bank to use, governors should consider:

- **service charges** (many banks offer a deal where service charges are nil for as long as the account is not overdrawn)
- **interest receivable** (interest rates between banks and for different accounts in the same bank will vary from the prevailing base rate)
- **accessibility** (if the bank is to be visited frequently it may be useful to use a bank close to the school)
- **services included as standard** (banks may offer more frequent statements or an interest earning current account or other services which their competitors may charge for)
- **the implications of changing banks** (all schools now have their own bank account, and the advantages of a different bank may be outweighed by the inconvenience and expense of changing banks)

Banks do not offer exactly the same service, and schools should choose a bank which best meets their needs.

3.6 Borrowing by schools

Schools cannot borrow money (including the use of leases), unless they have the written permission of the Secretary of State. This does not apply to any loans granted by the LA within the provisions of this scheme.

This provision also extends to the use of credit cards by schools, which are regarded as borrowing. However, this does not bar schools from using debit cards or the government purchase card, which can be a useful means of facilitating electronic purchase. Schools are required to manage the use of the purchase cards

and must abide by the repayment criteria. Schools are required to adhere to separate guidance (contained in the [Guidance to Schools on Financial Management](#)) on the use of purchase cards. The use of purchase cards is not considered to infringe the borrowing restrictions imposed on schools as long as the balance on the account is cleared in full within the month. All costs and charges for cards should be met from the school's budget share.

Section 4: The treatment of surpluses and deficit balances arising in relation to budget shares

4.1 Right to carry forward surplus balances

Schools are permitted to carry forward from one financial year to the next any shortfall in expenditure relative to the school's budget share for the year plus / minus any balance brought forward from the previous year.

The amount of a surplus balance will be that shown in the relevant out-turn statement published in accordance with s.251 of the Apprenticeships, Skills, Children and Learning Act 2009.

Where a school's surplus balance is more than 8% for Nurseries, Specials and Primaries and 5% for Secondaries of the school's total income (including brought forward balances) for that financial year, the governing body is required to report to the LA on the use to which the school intends to put the surplus balance. This to be submitted with the budget plan **by 31st May**.

4.3 Interest on surplus balances

Surplus balances will be accounted for in the accounts of the local authority but, in cash terms, schools' balances (subject to year-end reconciliations) will be held in their local bank accounts. Interest accrued on all cash in schools local bank accounts is retained by the school. (See **section 3.5**)

4.4 Obligation to carry forward deficit balances

Where a school's expenditure during a financial year exceeds the budget share plus / minus the balance brought forward from the previous financial year, the school is obliged to carry forward the deficit. Any deficit carried forward will be the first call on the budget share for the following year.

Where deficits at schools maintained by the LA exist, a schedule of repayments may be agreed with the governing body.

4.5 Planning for deficit balances

Governing bodies must obtain approval from the Local Authority for a licensed deficit on an annual basis. Should in-year spending patterns indicate that a deficit is likely, governing bodies are required to take all necessary steps to prevent this outcome. Governing Bodies must take all necessary steps to prevent a deficit arising. In cases where a deficit cannot be avoided despite all reasonable efforts, the Local Authority may approve a licensed deficit, provided the governing body submits a robust and satisfactory business plan outlining how the school will return to a balanced financial position. Applications for a licensed deficit must be submitted to the Local Authority by the end of May and must include detailed recovery strategies and a timeline for achieving financial balance. The governing

body may apply to the Local Authority for a Licensed Deficit. Applications must be submitted by the end of May (See Section 4.9 Licensed deficits for the full process).

The detailed process for applying for a Licensed Deficit is set out in Section 4.9 below and in the LA's 'Supporting Schools in Financial Difficulty' policy, which is subject to separate Schools Forum consultation and approval.

4.5.1 When a school overspends by more than 5% of its annual budget, it has to explain how it will get back into a balanced financial position.

4.6 Charging of interest on deficit balances

Interest is not charged on the accounting deficit itself. Where the Local Authority provides cash advances to support a deficit position (see Section 3.3), interest will be charged on those advances at the rate and on the basis set out in Section 3.3.1 (prevailing SONIA). This approach is consistent with DfE Schemes for Financing Schools statutory guidance (2025-26, Section 6.6).

4.7 Writing off deficits

The local authority is not permitted to write off the deficit balance of any school. This restriction is a statutory requirement set out in the Department for Education's Schemes for Financing Schools guidance (Section 6.7).

When a school seeks financial support from the local authority to help reduce or clear a deficit, the local authority is only able to provide such assistance by allocating additional funding from the school's budget. For mainstream schools, this could include the use of a de delegated contingency fund; however, such a fund can only be created with the agreement of Schools Forum.

At present, no de delegated contingency of this nature exists. The decision to establish one lies with Schools Forum, and any proposal to create such a fund would be brought to Schools Forum through the standard consultation and approval processes.

4.8 Balances of closing and amalgamating schools

Where in the funding period, a school has been established or is subject to a prescribed alteration as a result of the closure of a school, a local authority may add an amount to the budget share of the new or enlarged school to reflect all or part of the unspent budget share (including any surplus carried over from previous funding periods) of the closing school for the funding period in which it closes.

4.9 Licensed deficits

Schools should only apply for a Licensed Deficit in exceptional circumstances, where they cannot set a balanced budget without seriously impacting on the educational provision at the school.

The Licensed Deficit process allows schools to operate with a temporary, planned deficit where this is necessary to maintain stability, protect the quality of education, and implement a sustainable recovery plan agreed with the local authority. It

provides a controlled mechanism for schools to manage short term financial pressures and a credible route back to a balanced budget.

The purpose of the Licensed Deficit process is to enable schools to:

- Identify the financial circumstances that have led to the deficit;
- Agree a clear recovery plan with the LA, including appropriate monitoring and key actions;
- Take strategic action to improve the school's long-term financial sustainability;
- Ensure the school returns to at least a zero balance within the statutory three-year limit.

To apply for a Licensed Deficit:

A school applies for a licensed deficit by submitting a formal, evidence based request to the local authority by completing a Licensed Deficit Application Form (see Appendix 4) that demonstrates both the need for a licensed deficit and the credibility of the school's recovery plan, including staffing details, which must be signed by the Headteacher and the Chair of Governors.

A licensed deficit must receive approval from the Corporate Director of Finance, the Corporate Director of Children's Services, and Cabinet and the following conditions must be met:

- A licensed deficit will only be agreed where circumstances affecting the school have changed in ways that could not be reasonably foreseen and the school needs a period in excess of one financial year to enact a reduction in its annual level of expenditure or an increase in its annual level of income sufficient to eliminate the deficit;
- The maximum length of time over which a school can plan to come out of deficit, will be three years;
- Progress against this plan will be reviewed each month by the Schools Finance Team through budget monitoring reports and/or monthly update meetings with the school;
- A recovery plan must be formally revisited each year with the submission of budgets – but the plans submitted must be reduced by the length of time the school has already been in deficit – e.g. the recovery plan submitted in Year 2 of a licensed deficit should be for no longer than 2 years;
- Under no circumstances will the period of recovery be extended and schools will therefore need to adjust their plans accordingly if the financial position of the school worsens during this period;
- The school will be subject to all conditions set out in the Licensed Deficit application form.

A school that sets a deficit budget mid-year will be required to apply for a licensed deficit and will be subject to all conditions set out in the Licensed Deficit application form.

The deadline for submission of the Licensed Deficit Application Form is 31st May every year and schools will be informed of the outcome after July Cabinet.

4.9.1 Schools with Historical Deficits

A school with a long-term historical deficit is one that has carried forward a cumulative negative balance over multiple financial years and has been unable to return to a balanced position within the normal budget cycle.

The local authority will require the school to operate under a licensed deficit arrangement supported by a multi-year recovery plan approved by the governing body, setting out credible actions to address the structural causes of the deficit, including curriculum and staffing alignment, efficiency measures, and realistic pupil number projections. As part of this arrangement, the local authority may require more frequent financial reporting, direct involvement from its finance officers, and strengthened governance arrangements, including external review through the SRMA service or the school appointing additional governors with financial expertise. Schools with historical deficits expected to take more than three years to resolve will be assessed individually, while those with significant deficits must submit an SRMA application for a standard review. Further details are available via the School Resource Management Advisers (SRMA) programme on GOV.UK.

[The school resource management advisers \(SRMA\) programme - GOV.UK](#)

4.10 Loan schemes

The LA will operate a supplementary cash loan scheme (**See also Section 3.3**). Loans will only be used to assist schools in spreading the cost over more than one year of large one-off individual items of a capital nature that have a benefit to the school lasting more than one financial or academic year. Loans will not be used as a means of funding a deficit that has arisen because a school's recurrent costs exceed its current income. If loans are made to fund a deficit and a school subsequently converts to academy status, the Secretary of State will consider using the power under paragraph 13(4)(d) of Schedule 1 to the Academies Act 2010 to make a direction to the effect that such a loan does not transfer, either in full or part, to the new Academy school.

4.10.1 Cash Advance Reprofiting

Schools experiencing cash flow problems arising either from natural variations from the standard pattern of cash advances or from overspending will be able to request a re-profit of their school budget share payments through the cash advance.

4.10.2 Credit union approaches

Schools wishing to operate a credit union, using pooled bank balances to fund loans to participating schools may do so. It is a requirement that the local authority

is sent a copy of the constitution of any such credit union and that an annual audit certificate is provided.

Section 5: Income

5.1 Income from lettings

Schools may retain income from lettings of the school premises, subject to alternative provisions arising from any joint use or PFI agreements. Income from lettings of school premises should not normally be payable into voluntary or private funds held by the school because the assets and revenue expenditure used to generate the income are most likely to have been provided with LA funds.

Voluntary Aided schools might in certain circumstances be able to demonstrate that the assets were bought with governor / DfE funds and that the costs associated with lettings are to be fully charged to the private school fund; it is not likely that foundation or community schools could demonstrate both circumstances. Crediting income to the private fund is likely to have tax implications. However, where land is held by a charitable trust, it will be for the school's trustees to determine the use of any income generated by the land.

Schools may cross-subsidise lettings for community and voluntary use with income from other lettings, provided there is no net cost to the budget share.

5.2 Income from fees and charges

Schools may retain income from fees and charges except where a service is provided by the LA from centrally retained funds. Schools should have regard to the DfE Guidance on [Charging for school activities](#).

5.3 Income from fund raising activities

Schools may retain income from fund-raising activities. It is appropriate for such funds to be lodged in the school's private fund.

5.4 Income from the sale of assets

Schools may retain the proceeds of the sale of assets except in cases where the asset is purchased with non-delegated funds (in which case the LA will decide whether the school should retain the proceeds), or the asset concerned is land or buildings forming part of the school premises and owned by the London Borough of Hillingdon.

5.5 Administrative procedures for the collection of income

Where schools are producing invoices for the recovery of monies due, they must have due regard to whether the income is subject to VAT.

The [Guidance to Schools on Financial Management](#) identifies typical circumstances in which VAT is chargeable, and guidance will be issued to schools periodically when HMRC regulations are updated.

If VAT is chargeable, it is a requirement that invoices issued by the school be in the format set out in the [Guidance to Schools on Financial Management](#).

5.6 Purposes for which income may be used

Income generated from the sale of assets purchased may only be spent for the purposes of the school.

Section 6: The Charging of School Budget Shares

6.1 General position

The LA cannot charge the budget share of any school without the consent of the governing body except in circumstances expressly permitted by this scheme. Where the LA intends to make such a charge, the LA must consult with the school(s) concerned as to the intention to so charge and notify schools when it has been done. In circumstances where the LA is to charge the costs of salaries of school based staff to the school's budget share, this will be on the basis of actual costs.

In the event of a dispute, the school should contact the Head of Finance for Children's Services who will arbitrate. In the event that this post-holder has been involved in the decision to charge the school, the matter will be referred to the Corporate Director of Finance who will make alternative arrangements for the matter to be considered. Where no objection to the charge has been received by the LA within one calendar month of the notification that the charge has been made being sent to the school, it shall be deemed that the school has accepted the charge and no further correspondence on the matter can be entered into.

The LA may de-delegate funding for permitted services without the express permission of the governing body, provided this has been approved by the appropriate phase representatives of the Schools Forum.

6.1.1 Charging of salaries at actual cost

In circumstances where the LA is to charge the costs of salaries of school based staff to the school's budget share, this will be on the basis of actual costs.

6.2 Circumstances in which charges may be made

6.2.1 Where premature retirement costs have been incurred without the prior written agreement of the LA to bear such costs (the amount chargeable being only the excess over any amount agreed by the authority);

6.2.2 Other expenditure incurred to secure resignations where the school had not followed authority advice or where there is good reason to charge this to the school;

6.2.3 Awards by courts and industrial tribunals against the authority, or out of court settlements, arising from action or inaction by the governing body contrary to the authority's advice.

6.2.4 Expenditure by the authority in carrying out health and safety work or capital expenditure for which the authority is liable where funds have been delegated to the governing body for such work, but the governing body has failed to carry out the required work;

6.2.5 Expenditure by the authority incurred in making good defects in building work funded by capital spending from budget shares, where the premises are owned by the authority.

6.2.6 Expenditure incurred by the authority in ensuring its own interests in a school where funding has been delegated but the school has failed to demonstrate that it has arranged cover at least as good as that which would be arranged by the authority;

6.2.7 Recovery of monies due from a school for services provided to the school, where a dispute over the monies due has been referred to a disputes procedure set out in a service level agreement, and the result is that monies are owed by the school to the authority;

6.2.8 Recovery of penalties imposed on the authority by His Majesty's Revenue and Customs (HMRC), Teachers' Pensions, the Environment Agency or regulatory authorities as a result of school negligence.

6.2.9 Corrections of authority errors in calculating charges to a budget share (e.g. pension deductions).

6.2.10 Additional transport costs incurred by the authority arising from decisions by the governing body on the length of the school day, and failure to notify the LA of non-pupil days resulting in unnecessary transport costs.

6.2.11 Legal costs which are incurred by the authority because the governing body did not accept the advice of the LA (see also Section 11).

6.2.12 Costs of necessary health and safety training for staff employed by the authority, where funding for training had been delegated but the necessary training was not carried out.

6.2.13 Compensation paid to a lender where a school enters into a contract for borrowing beyond its legal powers, and the contract is of no effect.

6.2.14 Cost of work done in respect of teacher pension remittance and records for schools using non-authority payroll contractors, the charge to be the minimum needed to meet the cost of the Authority's compliance with its statutory obligations.

6.2.15 Costs incurred by the authority in securing provision specified in an Education, Health & Care plan where the governing body of a school fails to secure such provision despite the delegation of funds in respect of low cost high incidence and /or specific funding for a pupil with High Needs;

6.2.16 Costs incurred by the authority due to submission by the school of incorrect data.

6.2.17 Recovery of amounts spent from specific grants on ineligible purposes.

6.2.18 Costs incurred by the authority as a result of the governing body being in breach of the terms of a contract.

6.2.19 Costs incurred by the authority or another school as a result of a school withdrawing from a cluster arrangement, for example where this has funded staff providing services across the cluster.

6.2.20 Costs incurred by the authority in administering admissions appeals, where the local authority is the admissions authority and the funding for admission appeals has been delegated to all schools as part of their formula allocation.

6.2.21 Costs incurred by the authority due to non-payment of undisputed energy invoices where a school has entered into an agreement with the Secretary of State for the supply of energy.

Section 7: Taxation

7.1 Value Added Tax (VAT)

Governing bodies are required to identify all the VAT relating to payments made by the school or income received by the school to the same timetable as the actual expenditure returns (see **Appendix 4** in the [Guidance to Schools on Financial Management](#)).

It is imperative that the format and timetable for reporting VAT transactions is adhered to strictly by schools. The Chief Finance Officer will need to be satisfied that governing bodies which do not provide the information by the due date have appropriate systems of financial administration in place. This could involve supplementary audit visits and an instruction that the governing body provide the information more frequently until administrative procedures are fully operational (as per the [Guidance to Schools on Financial Management](#)).

Some guidance on VAT with examples of typical situations is included in the [Guidance to Schools on Financial Management](#) and the **VAT guidance booklet**.

7.2 Construction Industry Taxation Scheme (CIS)

Schools no longer come under the scope of CIS from 1st April 2007 if the contract is directly with the school paid for from the delegated budget. Schools however will need to determine whether a contractor is 'employed' or 'self employed'. Schools should check with the HMRC to establish the employment status of the worker. (Further guidance available in the [Guidance to Schools on Financial Management](#)).

Although the changes mean that schools can pay for construction payments made from delegated budget resources through their local accounting systems, there are certain responsibilities for schools in terms of reporting payments for services to HMRC and checking the employment status of workers which must be fulfilled by the school.

Section 8: The Provision of Services and Facilities by the Authority

8.1 Provision of services from centrally retained budgets

It is for the Authority to determine the basis on which services from centrally retained funds will be provided to schools. This includes redundancy and premature redundancy contribution (PRC) payments. The Authority must not discriminate in its provision on the basis of categories of school except in cases where this would be allowable under the school and early years finance regulations or the Dedicated Schools Grant (DSG) conditions of grant. (Schools to determine if they wish to de-delegate for this purpose).

8.2 Provision of services bought back from the authority using delegated budgets

Services offered to schools for buy-back are included in an annual Service Level Agreement document. The length of agreements varies from service to service, but any initial agreement to buy services or facilities from the LA must not exceed three years from the inception of the scheme or the date of the agreement, whichever is later. Subsequent agreements relating to the same service must not exceed five years.

When a service is provided for which expenditure is not retainable centrally by the LA under the Regulations made under Section 46 of the Act, it must be offered at prices which are intended to generate income which is no less than the cost of providing those services. The total cost of the service must be met by the total income, even if schools are charged differentially.

8.2.1 Packaging

For those services for which the LA has delegated funding and which the LA is offering on a buy-back basis, the authority must not package services in a way which unreasonably restricts schools' freedom of choice among the services available, and where practicable, this will include provision on a service-by-service basis as well as in packages of services.

8.3 Service level agreements

If services or facilities are provided under a service level agreement, whether free or on a buyback basis, the terms of any such agreement starting on or after the inception of the scheme will be reviewed at least every three years if the agreement lasts longer than that.

Service Level Agreements must be in place by 1st April for insurance related services (i.e. supply, premises, employee related etc) and all other services. Schools must have at least one month to consider the terms of the agreement.

Where services are offered by the LA, they will be available on the basis of buy-back for an extended period or on a pay-as-you-go basis. Different rates will apply to the different types of agreement.

8.4 Teachers' Pensions

In order to ensure that the performance of the duty on the Authority to supply Teachers' Pensions with information under the Teachers' Pension Regulations 1997, the following conditions are imposed on the Authority and governing bodies of all maintained schools covered by this Scheme in relation of their budget shares.

The conditions apply to all governing bodies of maintained schools who provide payroll services.

A governing body of any maintained school, whether or not the employer of the teachers at such a school, which has entered into any arrangement or agreement to provide payroll services, shall ensure that any such arrangement or agreement is varied to require that person to supply salary, service and pensions data to the Authority which the Authority requires to submit its monthly returns of salary and service to Teachers' Pensions and to produce its audited contributions certificate. The Authority will advise schools each year of the timing, format and specification of the information required. A governing body shall also ensure that any such arrangement or agreement is varied to require that Additional Voluntary Contributions (AVCs) are passed to the Authority within the time limit specified in the AVC scheme. The governing body shall meet any consequential costs from the school's budget share.

A governing body of any maintained school which directly administers its payroll shall supply salary, service and pensions data to the Authority which the Authority requires to submit its annual return of salary and service to Teachers' Pensions and to produce its audited contributions certificate. The Authority will advise schools each year of the timing, format and specification of the information required from each school. A governing body shall also ensure that Additional Voluntary Contributions (AVCs) are passed to the Authority within the time limit specified in the AVC scheme. The governing body shall meet any consequential costs from the school's budget share.

Section 9: Private Finance Initiative / Public-Private Partnerships

9.1 Where a school is operating through a Private Finance Initiative the Authority will make the full monthly payment directly to the Special Purposes Vehicle (SPV). The school will make a contribution to the costs of the PFI contract on a monthly basis by cheque or CHAPS transfer to L B Hillingdon.

9.2 Before 1st April each financial year the calculations for uprating the school's per pupil contribution will be made and this will be applied to the appropriate numbers of pupils. A schedule of expected monthly payments for the year will be provided to the school.

9.3 The monthly contribution will be determined on the basis of the pupil numbers used in the local Fair Funding Formula (or its replacement). Currently, this is on the basis of total pupil numbers in the school on the annual School Census (formerly PLASC) in January immediately preceding the start of the financial year. Any prior year adjustments will be charged at or paid at the new year prices. The school's contribution is unlimited i.e. the greater are the formula funded pupils, the greater the contribution.

9.4 The school's contribution to the annual charge will be transferred to the LA on a monthly basis. The amount will be as determined in 9.3 above.

9.5 Penalties incurred by the contractor should be retained by the school (except in the circumstances described in paragraphs 9.8). The school will deduct penalty payments from the sum determined in paragraph 9.4 above in the same month where such penalties are reflected in the contract payment.

9.6 In the event of the LA incurring direct additional costs (which are not reimbursable through insurance) as a result of non-availability or poor performance by the contractor, these costs will be outlined and refunded by the school by an increase in the following month's allocation. This clause deals with circumstances in extremis, and the school would not contribute any more than the amount of contract penalties relating to the non-availability or poor performance.

9.7 The contract penalties to be retained by the school in any one financial year should not exceed the amount of the school's contribution to the PFI contract, as per the calculation in 9.4 above.

Section 10: Insurance

10.1 Funds for insurance are delegated. Governing bodies must arrange appropriate levels of insurance for the school. As a minimum, schools are required to demonstrate that cover relevant to the Authority's insurable interests, under a policy arranged by the governing body, is at least as good as the relevant minimum cover arranged by the LA. The evidence required to demonstrate the parity of cover should be reasonable, not place an undue burden upon the school, nor act as a barrier to the school exercising their choice of supplier.

10.2 The LA's guideline cover levels for schools are set out in the "Risk Management Advice - Guide to Insurance" provided to schools each year by Hillingdon's Insurance Services section.

10.3 Since 1 April 2020, maintained schools have been able to join the Secretary of State's Risk Protection Arrangement (RPA). Schools may do this individually when any insurance contract of which they are part expires. Schools are able to join the RPA collectively by agreeing through the schools forum to de-delegate funding.

Section 11: Miscellaneous

11.1 Right of access to information

In addition to the specific requirements elsewhere in this document, governing bodies are required to supply all financial and other information which might reasonably be required to enable the Authority to satisfy itself as to the school's management of its delegated budget share, or the use made of any central expenditure by the Authority (e.g. earmarked funds) by the school. This would include access for the School Financial Monitoring Team.

11.2 Liability of governors

Because a governing body is a corporate body and because of the terms of Section 50(7) of the SSAF Act 1998, governors of maintained schools will not incur personal liability in the exercise of their power to spend the delegated budget share provided they act in good faith.

11.3 Governors' expenses

The LA may delegate to the governing body of a school yet to receive a delegated budget, funds to meet governors' expenses.

Under section 50(5) of the Act, only allowances in respect of purposes specified in regulations made under section 19 of the Education Act 2002 may be paid to governors from a school's delegated budget share. It is forbidden for governors to be paid any other allowances. Schools are also barred from payment of expenses duplicating those paid by the Secretary of State to additional governors appointed by him to schools under special measures.

11.4 Responsibility for legal costs

Legal costs incurred by the governing body, although the responsibility of the LA as part of the cost of maintaining the school, unless they relate to the statutory responsibility of aided school governors for buildings, may be charged to the school's budget share unless the governing body acts in accordance with the advice of the Authority. A school cannot expect to be reimbursed with the cost of legal action against the Authority itself. Governing bodies are free to use the budget share to seek alternative sources of legal advice.

11.5 Health and Safety

Governing bodies are required to have due regard to duties placed on the LA in relation to health and safety, and the Authority's policy on health and safety matters in the management of the budget share.

11.6 Right of attendance for Chief Finance Officer

Governing bodies are required to permit the Chief Finance Officer of the Authority, or any officer of the Authority nominated by the Chief Finance Officer, to attend meetings of the governing body at which any agenda items are relevant to the exercise of his/her responsibilities. Such attendance will normally be limited to items which relate to issues of probity or overall financial management. The Authority will give prior notice of such attendance unless this is impracticable.

11.7 Special Educational Needs

Schools are required to make their best endeavours in spending the budget share, to secure the special educational needs of their pupils.

11.8 Interest on Late Payments

Schools are reminded of the entitlement of small businesses to interest payments where invoices are paid outside of the agreed payment terms. As a public sector organisation schools should aim to pay 95% of their invoices within the credit terms (usually 30 days). Liability for any penalties will be the responsibility of the school, charged to the school's delegated budget share and not the LA.

11.9 Whistleblowing

School staff or governors who wish to complain about financial management at the school should address their complaints to the Head of Finance for Children's Services. Complaints about financial propriety should be referred to the Head of Internal Audit.

11.10 Child Protection

Schools are reminded of the importance of releasing staff to attend child protection case conferences and other related events. Schools are expected to meet the costs of release time from within their delegated resources.

11.1 Redundancy / early retirement costs.

Section 37 of the 2002 Education Act sets out how premature retirement and redundancy costs should normally be funded. In accordance with this regulation and effective from 1st April 2011, all premature retirement costs of staff in maintained schools will be charged to the school's delegated budget. Redundancy costs are treated in accordance with the LA's policy on redundancy.

Section 12: Responsibility for Repairs and Maintenance

The LA delegates all revenue funding for day-to-day repairs and maintenance to schools. Schools manage devolved capital projects on behalf of the LA. For these purposes, expenditure may be treated as capital only if it fits the definition of capital used by the local authority for financial accounting purposes in line with the CIPFA Code of Practice on local authority accounting. In particular, no item may be regarded as capital if its value is below **£10,000**, unless being charged to specific capital grants of value below the de minimus.

In cases where the value of enhancement is below £10,000 expenditure would normally be revenue in nature, unless it can be demonstrated that items will be in use for more than one financial year and represents a significant proportion of available capital funding.

Appendix 3 identifies the categories of work which governing bodies must expect to finance from their budget.

Voluntary Aided governor responsibilities are included in the examples. VA governors will continue to be eligible for grant from the DfE in respect of their statutory duties and, in addition, they will have responsibility for other repair and maintenance items on the same basis as Community and Foundation schools (subject to amendment as stated above). The de minimus limit for capital works in VA schools is that applied by the DfE, not the de minimus limit used by the Authority.

Section 13: Community Facilities

13.1 Introduction

The Application of the Scheme for Financing Schools to the Community Facilities powers

13.1.1 Schools which chose to exercise the power conferred by s.27 (1) of the Education Act 2002 to provide community facilities will be subject to a range of controls.

- First, regulations made under s.28 (2), if made, can specify activities which may not be undertaken at all under the main enabling power.
- Secondly, the Secretary of State issues guidance to governing bodies about a range of issues connected with exercise of the power, and a school must have regard to that.

13.1.2 However, under s.28 (1), the main limitations and restrictions on the power will be:

- a) those contained in schools' own instruments of government, if any; and
- b) in the maintaining LA's scheme for financing schools made under section 48 of the school standards and Framework Act 1998. Paragraph 2 of Schedule 3 to the Education Act 2002 extends the coverage of schemes to the powers of governing bodies to provide community facilities.

13.1.3 Schools are therefore subject to prohibitions, restrictions and limitations in the scheme for financing schools.

13.1.4 This section of the scheme does not extend to joint-use agreements, transfer of control agreements, or agreements between the Authority and schools to secure the provision of adult and community learning.

13.1.5 Schools may use their budget shares to fund community facilities.

13.1.6 Mismanagement of community facilities funds can be grounds for suspension of the right to a delegated budget.

13.2 Consultation with the LA – financial aspects

13.2.1 Before exercising the community facilities power, governing bodies must consult the authority and have regard to advice given to them by their LA. Schools should write to the Head of Finance for Children's Services and set out the following:

- the nature of the proposal;
- the timescales;
- what accommodation will be used, whether new or existing;

- what staffing resources will be required to set up and then run the proposed facility;
- the expected set-up and on-going costs and income;
- a consideration of the risks of the venture;
- any organisational issues (e.g. whether the facilities will be operated by a third party, if a steering committee is to be established etc)

13.2.2 The LA will be required to provide advice within 20 school days of the proposal being submitted. Schools will be required to report back to the authority on the action to be taken once LA advice has been received. There will be no charge levied for advice from the LA.

13.3 Funding Agreements – local authority powers

13.3.1 Any funding agreement between a governing body and a third party in exercise of the community facilities power must be submitted to the LA in the same manner as that described in 13.2.1 and 13.2.2 above. The LA has no right of veto on such agreements. Where a third party requires LA consent to the agreement for it to proceed, such a requirement and the method by which the LA consent is to be signified, is a matter for that third party, not this scheme.

13.3.2 If an agreement has been or is to be concluded against the wishes of the LA, or has been concluded without informing the LA, which in the view of the Authority is seriously prejudicial to the interests of the school or the Authority, that may constitute grounds for suspension of the right to a delegated budget.

13.4 Other prohibitions, restrictions and limitations

13.4.1 The LA may require a governing body in exercise of its community facilities power to either carry out the activity concerned through the vehicle of a limited company formed for the purpose, or by obtaining indemnity insurance for risks associated with the project in question, as specified by the authority.

13.5 Supply of financial information

13.5.1 Schools exercising the community facilities power are required to provide the Authority with a summary financial statement, showing the income and expenditure for the school arising from the facilities in question for the previous six months and on an estimated basis, for the next six months. Financial information relating to community facilities will be included in returns made by schools under the Consistent Financial Reporting (CFR) Framework, and these should be relied upon by LAs as their main source of information for the financial aspects of community facilities.

In the event of the school spending less than the budget, the unspent balance will be lost to the school at the end of the year during which schools are allowed to use the funding.

In the event of the school spending more than the budget, the excess expenditure will be treated as the first call on the following year's budget.

13.5.2 Where, in the view of the LA, there is cause for concern as to the school's management of the financial consequences of the exercise of the community facilities power, such schools could be required to provide financial statements every three months. If the LA sees fit, to require such schools to submit a recovery plan for the activity in question.

13.6 Audit

13.6.1 Schools are required to grant access to the school's records connected with the exercise of the community facilities power to internal and external auditors on income and expenditure. Any funding agreements entered into as part of the exercise of the community facilities power should allow for audit access to financial information.

13.7 Treatment of income and surpluses

13.7.1 Schools may retain all net income derived from the community facilities, except where otherwise agreed with a funding provider, whether that be the LA or some other person.

13.7.2 Schools may carry forward such retained net income from one financial year to the next as a separate community facility surplus. Schools may transfer all or part of any community facilities surplus into their budget share.

13.7.3 If the school is a community or community special school and the LA ceases to maintain the school, any accumulated retained income obtained from exercise of the community facilities power reverts to the LA unless otherwise agreed with a funding provider.

13.8 Health and Safety matters

13.8.1 The requirements applying to the school under the Scheme for Financing Schools on Health and Safety apply in the exercise of the community facilities power.

13.8.2 The governing body is responsible for costs of securing Disclosure & Barring Service (DBS) clearance for all adults involved in community activities taking place during the school day. Governing bodies would be free to pass on such costs to a funding partner as part of an agreement with that partner.

13.9 Insurance

13.9.1 The governing body is responsible for ensuring that adequate arrangements are made for insurance against risks arising from the exercise of the community facilities power, taking professional advice as necessary. Such insurance should not be funded from the school budget share.

13.9.2 The LA is empowered to undertake its own assessment of the insurance arrangements made by a school in respect of community facilities, and if it judges those arrangements to be inadequate, make arrangements itself and charge the resultant cost to the school. Such costs could not be charged to the school's budget share.

13.10 Taxation

13.10.1 Schools must obtain advice from the LA and the local VAT office on any issues relating to the possible imposition of Value Added Tax on expenditure in connection with community facilities, including the use of the local authority VAT reclaim facility.

13.10.2 Schools are reminded that if any member of staff employed by the school or the LA in connection with community facilities at the school is paid from funds held in a school's own bank account (whether a separate account is used for community facilities or not) the school is likely to be held liable for payment of income tax and National Insurance, in line with HMRC rules.

13.10.3 Schools are required to follow LA advice in relation to the Construction Industry Scheme where this is relevant in the exercise of the community facilities power.

13.11 Banking

13.11.1 Schools must open a separate bank account for their operations in connection with the community facilities power.

13.11.2 Schools are reminded that they may not borrow money without the written consent of the Secretary of State. This requirement does not extend to monies lent to schools by their maintained authority.

Schools subject to the 'Scheme for Financing Schools' Appendix 1

Primary	Nursery	Secondary	Special
Botwell House	McMillan Nursery School	Oak Wood	Hedgewood
Bourne		Harlington	Meadow
The Breakspear School			
BWI			
Cherry Lane	Summary		
Colham Manor	Nursery	1	
Coteford Infant	Primary	43	
Deanesfield	Secondary	2	
Dr Triplets CE	Special	2	
Field End Infant			
Frithwood			
Glebe	Total	48	
Grange Park Primary			
Harefield Infant			
Harefield Junior			
Harlyn			
Harmondsworth			
Hayes Park			
Heathrow			
Highfield			
Hillside Infant			
Hillside Junior			
Holy Trinity			
Lady Bankes Primary			
Minet Infant			
Minet Junior			
Newnham Infant			
Newnham Junior			
Oak Farm Primary			
Rabbsfarm			
Ruislip Gardens			
Sacred Heart RC			
St Andrew's CE			
St Catherine's RC			
St Mary's RC			
St Swithun Wells RC			
Warrender			
Whitehall Infant			
Whitehall Junior			
Whiteheath Infant			
Whiteheath Junior			
Yeading Infant			
Yeading Junior			

Value for Money and Financial Assurance (Maintained Schools)

1. Purpose

This appendix sets out how maintained schools will evidence value for money in the use of their delegated budgets, and how this aligns with the Council's statutory responsibilities and assurance framework.

2. Local Authority Best Value Duty

The statutory Best Value Duty applies to the London Borough of Hillingdon as a best value authority under the Local Government Act 1999. The Council has arrangements in place to secure continuous improvement in the exercise of its functions, having regard to economy, efficiency and effectiveness. Maintained schools will demonstrate value for money through robust financial management and governance in line with the Schools Financial Value Standard (SFVS) and the requirements set out in this Scheme.

3. School level requirements

In relation to delegated budgets, governing bodies must ensure the following practices are in place:

a) Financial governance and internal control

Clear financial delegations, timely and regular budget monitoring, and compliance with this Scheme and the school's own financial procedures.

b) Benchmarking and resource evaluation

Use of Department for Education (DfE) benchmarking to compare spending and identify efficiency opportunities, supported by appropriate school level performance information.

Schools should use the DfE Schools Financial Benchmarking and Insights Tool to compare spending with similar schools and identify opportunities for improved value for money:

<https://financial-benchmarking-and-insights-tool.education.gov.uk/>

c) Procurement and tendering

Purchasing, tendering and contracting carried out in accordance with the Council's and the school's financial regulations, ensuring transparency, competitiveness and value for money in decision making.

d) Financial assurance and audit

Assurance through audit and compliance activity, including the timely provision of records, implementation of audit recommendations, and completion of the annual SFVS return and any associated action plan.

4. Schools Financial Value Standard (SFVS)

Schools must complete the Schools Financial Value Standard (SFVS) annually, in the format and by the deadline specified by the DfE. The LA will confirm the local submission date each year (national guidance for 2025–26 indicates SFVS should be submitted to the LA by 31 March 2026).

[Schools financial value standard - GOV.UK](#)

5. Oversight and Intervention

Oversight and intervention responsibilities relating to the Council's Best Value Duty rest with the Council and, where applicable, central government under the Local Government Act 1999.

For schools, the Council will use SFVS returns, financial monitoring, and internal or external audit findings to provide assurance. Where material concerns arise, the Council may issue a Notice of Concern under this Scheme and require the school to produce and implement an appropriate improvement plan.

Categories of Repairs and Maintenance

LA Capital /Revenue Split and items which are the separate responsibility of Governors in VA Schools.

Illustrative examples in line with DfE interpretation of the CIPFA Code of Practice.

All capital works are subject to a de minimus limit of **£10,000** i.e. if works are less than that, they are revenue. An exception to this rule is made where schools have capital budgets such as Devolved Formula Capital which is below the £10,000 limit and where expenditure against these budgets can only be recorded as a capital expenditure. Capital works must involve the acquisition or the substantial enhancement of the value or economic life of an asset and meet the de minimus requirement.

ELEMENT	CAPITAL: AS CIPFA CODE OF PRACTICE	REVENUE: REPAIRS & MAINTENANCE	VA SCHOOLS - GOVERNORS RESPONSIBILITIES
Roofs			
<u>Flat</u>	Structure. New (not replacement) structure	Repair/replacement of small parts of an existing structure	New structure and repair replacement of structure
	Structure. Replacement of all or substantial part of an existing structure to prevent imminent or correct actual major failure of same	Replace small areas of rotten or defective timber, make good minor areas of spalling concrete where reinforcing bars exposed	Replacement of structure
	Screed / insulation in a new building/extension	Repair/replacement of screed/ insulation where defective.	New screed/insulation and repairs
	Screed / insulation. Replacement/repair of substantially all. Improve effectiveness of insulation Finish on new build. Replacement of all/substantially all on existing roof	Work to improve insulation standards, during work to repair/ replace small areas of roof. Replacement of roof finish on existing building. Re-coating chippings to improve life expectancy	Replacement/repair of screed/insulation Finish on new build. Replacement of roof finish on existing building. Re-coating
	Edge Trim/ Fascia on new build	Repairs/ replacement. (uPVC) Repainting.	Edge Trim/fascia on new build and repairs/ replacement/repainting
	Edge Trim/ Fascia, replacement of all / substantially all on existing roof Drainage on new build	Repairs/ replacement. (uPVC) Repainting. Clearing out gutters and downpipes. Replacement/ repair/ repainting of individual gutters/pipes	Replacement of edge Trim/Fascia on existing building Drainage on new building and repairs/replacement/ Repainting (NOT cleaning gutters/downpipes)
	Other e.g. Flashings, rooflights on new build Replacement of	Repair/ Replacement/ cleaning of individual items	Flashings/rooflights on new building and repair/ replacement (NOT cleaning)

ELEMENT	CAPITAL: AS CIPFA CODE OF PRACTICE	REVENUE: REPAIRS & MAINTENANCE	VA SCHOOLS - GOVERNORS RESPONSIBILITIES
	all/substantially all on existing roof		
<u>Pitched</u>	Structure. New (not replacement) structure	Repair/replacement of small parts of an existing structure	Structure of new roof and all repairs <u>EXCEPT</u> trusses (i.e. internal repairs)
	Structure. Replacement of all or substantial part of an existing structure to prevent imminent or correct actual major failure of the structure	Replace/ repair small areas of rotten/ defective joists, rafters, purlins etc. Not complete trusses	Replacement of internal structure <u>EXCEPT</u> trusses (i.e. internal repairs)
	Insulation in a new building/extension	Repair/replacement/ increasing thickness of insulation in an existing roof	Insulation in new building and repair/replacement.
	Insulation. Replacement /repair of substantially all. Improve insulation to current standards		Repair/replacement or improve insulation
	Roof finish in a new building/extension, replacement of all/substantially all on existing roof	Replace missing/ damaged	Finish in new building/extension and repair/replacement in existing building
	Bargeboards/ Fascias in a new building/extension, replacement of all/substantially all on existing roof	Repairs/ replacement/ repainting	Bargeboards/fascias in new building/extension and repairs/replacement/ repainting in existing building
	Drainage in a new building/extension	Clearing out gutters and downpipes. Replacement/repairs of individual pipes/gutters	Drainage in new building/extension and repair/replacement. <u>(NOT</u> cleaning guttering or downpipes) Drainage replacement in existing roof.
	Drainage. Replacement of all/substantially all on existing roof		
	Other e.g. Flashings, Roof windows in a new building/extension, replacement of all/substantially all on existing roof	Repair/ Replacement /Cleaning	Flashings, roof windows in new building/ extension and repair replacement <u>(NOT</u> cleaning) in existing roof
<u>Other</u>	Provide new covered link etc. between existing buildings	Minor repairs, maintenance to existing covered link	Provide new covered link and repairs to existing. <u>(NOT</u> cleaning) Re-build or repair structure of existing covered link.
	Rebuild or substantially repair structure of existing covered link		
	Add porch etc. to existing building	Minor repairs, maintenance to existing	Add new porch and minor repairs to existing
	Rebuild / substantially repair structure of existing porch		Re-build or repair existing porch.

Floors

ELEMENT	CAPITAL: AS CIPFA CODE OF PRACTICE	REVENUE: REPAIRS & MAINTENANCE	VA SCHOOLS - GOVERNORS RESPONSIBILITIES
<u>Ground Floor</u>	Structure and dpc in new building	Repair/replacement of small parts of an existing structure	Structure and dpc of new building and replacement of existing structure
	Structure and dpc - Replacement of all or substantial part of an existing structure to prevent imminent or correct actual major failure of same		
	Screed and finish in new build, replacement of all/substantially all on existing floor - e.g. replacement of most carpets/ tiles in a room	Replacement and repair of screed and finishes/ Replacement of mats/ matwells. Maintenance e.g. revarnishing wooden floors.	Provide screed and finish in new buildings (<u>NOT</u> repairs to finishes, matwells etc.)
<u>Upper Floor</u>	Structure - as ground floor	As ground floor	Structure of new buildings and replacement of existing structure As ground floor
	Screed and Finish - as ground floor	Repairs of finishes/ Replacement - as ground floor	
Ceilings			
<u>Top/ only storey</u>	Suspension	Repair/ replacement incl. From water damage, & necessary decoration	Provision, (<u>NOT</u> repair or replacement)
	Membrane		Provision, (<u>NOT</u> repair or replacement)
	Fixed	Repair/ replacement Inc. from water damage	Provision, (<u>NOT</u> repair or replacement)
	Access panels	Repair/ replacement	Provision, (<u>NOT</u> repair or replacement)
<u>Lower storeys</u>	Suspension	Repair/ replacement	Provision, (<u>NOT</u> repair or replacement)
	Membrane		Provision, (<u>NOT</u> repair or replacement)
	Fixed	Repair/ replacement	Provision, (<u>NOT</u> repair or replacement)
<u>All</u>	Specialist removal/ replacement of damaged/ disturbed Asbestos based materials, planned or emergency	Inspection/ air testing Applying sealant coats to asbestos surfaces for protection	Removal/replacement of damaged/disturbed asbestos <u>EXCEPT</u> where part of repair project.
External walls			
<u>Masonry/ cladding</u>	Structure Underpinning/ propping for new build	Repairs Preventive measures e.g. tree removal	Structure, underpinning/ propping of new building and repairs, (<u>NOT</u> tree removal unless part of clearing new site)

ELEMENT	CAPITAL: AS CIPFA CODE OF PRACTICE	REVENUE: REPAIRS & MAINTENANCE	VA SCHOOLS - GOVERNORS RESPONSIBILITIES
	External Finish on new build	Repair/replacement of small parts of an existing structure. e.g. repointing/ recladding a proportion of a wall where failure has occurred.	External finish on new building and repairs/replacement of existing structure including re-pointing/re-cladding
	External Finish on existing build where needed to prevent imminent or correct actual major failure of the structure. e.g. repointing/recladding work affecting most of a building /Replacement build		External finish on existing building including correcting of structure.
<u>Windows and Doors</u>	Framing - new build	Repair/ replacement of individual frames. Repainting frames	New window frames and doors in new building and repairs/replacement (<u>NOT</u> replacement/ repair/ re-painting of internal doors or windows)
	Framing - structural replacement programme	Repair/ replacement of individual windows. Repainting frames	New windows in replacement programme
	Glazing - new build	Replacing broken glass	Glazing new building and replace broken glass.
	Glazing Upgrading existing glazing		Upgrading existing glazing
	Ironmongery Improved security	Repair/ replacement, upgrading locks etc.	Ironmongery to improve security and repair/replacement.
	Internal and external decorations to new build	Internal and external decoration to include cleaning down and preparation.	Internal and external decoration of new provision, external re-decoration (<u>NOT</u> internal redecoration)
<u>Masonry chimneys</u>	Structure		Structure of chimneys
	Jointing including expansion and mortar joints/ pointing/ DPC	Repair/ re-pointing	Jointing/Pointing and dpc of chimneys and repair/re-pointing.
Internal walls			
<u>Solid</u>	Complete including various internal finishes, linings and decorations	Repairs and redecoration to internal plaster/ linings tiles, pin boards etc.	New walls & finishes, (<u>Not</u> repair/ replacement)
	Refurbishment and alterations	Minor alterations	
<u>Partitions</u>	Complete structure including linings, framing, glazing, decoration etc.	Repairs and redecoration.	New partitions, (<u>Not</u> repair/ replacement)
	Refurbishment and alterations	Minor alterations	

ELEMENT	CAPITAL: AS CIPFA CODE OF PRACTICE	REVENUE: REPAIRS & MAINTENANCE	VA SCHOOLS - GOVERNORS RESPONSIBILITIES
<u>Doors & Screens</u>	Framing/ Screens/ Doors to new buildings including glazing, ironmongery, jointing and internal decorations	Internal maintenance and redecoration. Repair/ replacement of defective doors and screens	Provision of new, (<u>Not</u> repair/ replacement)
<u>All</u>	Glazing to meet statutory Health & Safety requirements	Replacement of broken glass	New glazing and replacement of broken glass, (<u>Not</u> internal window repairs)
Sanitary Services			
<u>Lavatories</u>	In new buildings provision of all toilet fittings, waste plumbing and internal drainage.	Repair/ replacement of damaged sanitary ware, fittings, waste plumbing etc.	Provision. (<u>Not</u> repair/ replacement of damaged sanitary ware)
	Large scale toilet refurbishment	Small areas of refurbishment	Provision / refurbishment (<u>Not</u> replacement of damaged sanitary ware)
	Provision of disabled facilities, and specialist facilities related to pupils with an Education, Health & Care plan	Repair/ replacement of damaged fittings, waste plumbing etc.	Provision, (<u>Not</u> repair/ replacement of damaged fittings etc.)
<u>Kitchens</u>			
	Kitchens in new buildings, complete with fittings, equipment, waste plumbing and internal drainage. Internal finishes and decorations.	Maintain kitchen to requirements of LA	
	General refurbishment	Cleaning out drainage systems	
	Large and costly items of equipment	Redecoration Repairs	
		Repairs/ replacement parts	
Mechanical services			
<u>Heating/ hot water</u>	Complete heating and hot water systems to new projects, including fuel, storage, controls, distribution, flues etc.	General maintenance of all boiler house plant including replacement of defective parts. Regular cleaning. Energy saving projects Monitoring systems	Provision of complete system, (<u>Not</u> repair/ replacement or maintenance)
	Safe removal of old/ damaged asbestos boiler and pipework insulation, where risk to Health & Safety.	Health & safety issues	
	Planned replacement of old boiler/ controls systems past the end of their useful life	Replacement of defective parts	
	Emergency replacement of boiler plant/ systems		

ELEMENT	CAPITAL: AS CIPFA CODE OF PRACTICE	REVENUE: REPAIRS & MAINTENANCE	VA SCHOOLS - GOVERNORS RESPONSIBILITIES
<u>Cold water</u>	Provision of cold water services, storage tanks, distribution, boosters, hose reels etc. in major projects	Maintenance and repair/ replacement of defective parts such as servicing pipes. Annual servicing of cold water tanks.	Provision of complete system, (<u>Not</u> repair/ replacement or maintenance)
<u>Gas</u>	Distribution on new and major refurbishment's, terminal units	Repairs, maintenance and gas safety All servicing	
<u>Ventilation</u>	Mechanical ventilation/ air conditioning to major projects	Provision of local ventilation. Repair/ replacement of defective systems and units	Provision, (<u>Not</u> repair/ replacement)
<u>Other</u>	Swimming pool plant and its complete installation, including heat recovery systems	Repair/ replacement of parts to plant, pumps and controls. Water treatment equipment and all distribution pipework. Simple heat recovery systems. Solar heating plant and equipment.	If governors provided.
Electrical services			
<u>General</u>	Main switchgear and distribution in major projects.	Testing/ replacement of distribution boards. The repair and maintenance of all switchgear and interconnecting cables including that in temporary buildings.	Provision, (<u>Not</u> repair/ replacement or maintenance)
	Replacement of obsolete and dangerous wiring systems, including distribution boards	All testing, earthing and bonding to meet Health & Safety. All servicing.	
<u>Power</u>	Control gear, distribution, fixed equipment, protection etc.	All testing, repair and replacement of small items of equipment	Provision, (<u>Not</u> repair/ replacement)
<u>Lighting</u>	Provision of luminaires and emergency	Replacement of luminaires, all testing, adjustments and improvements to emergency	Provision, (<u>Not</u> repair/ replacement)
<u>Other</u>	Lightning protection in new build Alarm systems, CCTV, lifts/ hoists etc.,	Repair/ replacement Repair and maintenance	Provision and repair Provision, (<u>Not</u> repair or maintenance)
	New installation of communication systems, WIFI systems / TV, call, telephone, data transmission, IT etc. and provision in new build.	Repair/ replacement/ maintenance, including all door access systems	
External Works			
<u>Pavings</u>	Provision of new roads, car parks, paths, court, terraces, play pitches, steps and handrails, as part of major project, including disabled access	Maintenance and repair Car park and playground markings.	Provision if part of statutory proposal project. <u>Not</u> repair or maintenance Provision and repair of ramps and steps.

ELEMENT	CAPITAL: AS CIPFA CODE OF PRACTICE	REVENUE: REPAIRS & MAINTENANCE	VA SCHOOLS - GOVERNORS RESPONSIBILITIES
Miscellaneous	Provision of walls, fencing, gates and ancillary buildings as part of major project	Maintenance and repair of all perimeter/ boundary/ retaining walls, fencing and gates.	
<u>Drainage</u>	Drains, soakaways, inspection chambers and sewage plant as part of new projects	Maintenance and repair of drains, gullies, grease traps and manholes between buildings and main sewers. Cleaning of the above and unblocking as necessary.	Foul drainage plus external gutters and drainpipes. Not maintenance
<u>Open air pools</u>	Structure, Hygiene/ safety in new build	Hygiene, cleaning, maintenance and repairs, including replacement parts. Simple energy saving systems.	If governors provided.
<u>Services distribution</u>	Heating mains gas mains water mains electricity mains, renewal of any above.	Annual servicing	Provision grant aided but <u>not</u> for repair

Licensed Deficit Application & Agreement Form

Appendix 4

This agreement is made between the London Borough of Hillingdon (represented by the Chief Finance Officer (S151), the Director of SEND & Education, and the Governing Body of:

Name of School:	DfE No:
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Deficit Agreement Requested:

	Year 0	£	Year 1	£	Year 2	£	Year 3	£
Actual Year-End								
Deficit (Surplus) at year end								

Licensed Deficit Recovery Plan Attached: Yes / No

Will a cash advance be required? Yes / No

SRMA application submitted / report attached: Yes / No

Date application approved by Governing Body
(Please attach copy of minutes)

Please briefly explain the reason for the licensed deficit and the main contributing factors, such as falling rolls, increased costs, unexpected expenditure, or staffing and redundancy pressures. You're welcome to expand the box below or continue on a separate page if needed.

--

I hereby apply for a Licensed Deficit Agreement for the years and amounts detailed above. I acknowledge and fully accept that interest will be charged by the Local Authority at the prevailing SONIA rate for the duration of the deficit period as set out in the Scheme for Financing Schools. I confirm that this application, together with the Licensed Deficit Recovery Plan, has been approved by the Governing Body. Robust measures will be implemented to monitor delivery of the plan, and alternative actions will be taken if required to ensure that a balanced or surplus position is achieved by the end of Year 3.

Name		
Signature		
Position	Headteacher	Chair of Governors

Date		
------	--	--

FOR LOCAL AUTHORITY USE ONLY	
Licensed Deficit Agreement received	Date
Approved by Head of Finance – Children’s & SEND	Name
Date	
Comments	
Licensed Deficit approved for 2026/27	£
Deficit recovery period	Years
Approved by Chief Finance Officer (S151)	Name
Signed	Date
Comments	
Approved by Corporate Director Children’s Services	Name
Signed	Date
Comments	
Approved by Cabinet	Date

Headteacher & Chair of Governors notified	Date



London Borough of Hillingdon Schools Forum meeting 25 March 2026

Title 2026/27 Early Years hourly rates
Agenda Item 5b
Report by Philip Ryan / Kamaljit Kaur

Appendices

Recommendation(s)

Information
 Consultation
 Decision

1. Purpose

1.1. The purpose of this report is to update Schools' Forum with the outcome of the consultation on the early years funding formula and the indicative allocation of the Early Years Block for the financial year 2026/27.

2. Recommendation:

2.1. It is recommended that Schools Forum notes the details of the report.

3. Background and overview

- 3.1. In 2026-27, local authorities are required to pass-through minimum of 97% of funding to providers, compared to 96% in 2025-26.
- 3.2. The maximum, now 3% of block funding, is to be retained centrally.
- 3.3. Local authorities had to notify childcare providers and schools of their hourly rates no later than **28 February 2026**.

4. Outcome of the consultation on the early years funding formula

4.1. From 23 January 2026 to 20 February 2026, the local authority consulted with childcare providers and schools regarding proposed changes to the early years funding formula. A paper was circulated with these proposals and feedback was obtained from the Early Years sub-group of Schools' Forum and at a Schools' Forum meeting and via an online form sent to all funded providers.

4.2. This paper summarises the outcomes of this consultation and the local authority's response.

5. Proposals for the Early Years Funding Formula (EYFF) 2026-27

Funding for three- and four-year-olds

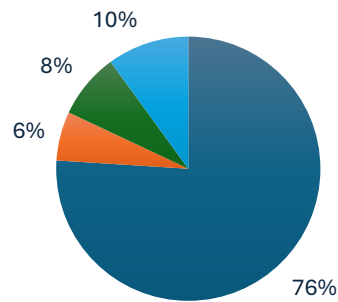
5.1. The long-term aim of EYFF development is to change the way in which SEN support in the early years is funded. Currently, there is an Additional Needs (SEN) supplement that is calculated by identifying the providers that had children receiving SEN Support in the previous calendar year (2025), as submitted in funding claims from childcare providers and schools. Funding for SEN is also available through SEN Inclusion Funding (SENIF). The ambition is to move funding from the Additional Needs (SEN) supplement to SENIF, as contrary to the supplement, SENIF provides funding only to children with SEN and may potentially offer greater financial support, with more transparency.

5.2. For next year, three proposals were included in the consultation paper, as follows:

- Option 1: No changes to the Additional Needs (SEN) supplement in 2026-27.
- Option 2: Reduce the 3–4-year-old additional needs supplement by 15% in 2026-27 and transfer the funding from the current supplement to SENIF.
- Option 3: Reduce the 3-4-year-old additional needs supplement by 25% in 2026-27 and transfer the funding from the current supplement to SENIF.

5.3. The outcome of the consultation on these options was:

Options for funding of three and four year olds



- Option 1 - no change to the formula for three and four year olds
- Option 2 - 15% reduction in the SEND supplement, with money saved moved to SEN Inclusion Funding
- Option 3 - 25% reduction in the SEND supplement, with money saved moved to SEN Inclusion Funding
- None of the above

5.4. This chart shows that the majority of respondents to the consultation favoured not making changes to the formula for three- and four-year-olds for the financial year 2026-27.

This reflected the views of the Early Years sub-group of Schools' Forum as well. The sub-group felt that, though they approved the long-term aims for this funding, it would not be appropriate to move further funding to the SENIF budget at this time, given the significant underspend in that budget in the current financial year.

In terms of the comments received in the consultation to these proposals, the main themes in these were:

5.5. Concern about unfair funding distribution between age groups

- The current proposals do not improve funding rates for 3–4-year-olds.
- There is a perception that money is simply being moved from the Additional Needs (SEN) supplement to SENIF, rather than increasing overall funding.
- Respondents want a fairer balance, with 3–4-year funding brought more in line with the 2-year working families' rate.

5.6. Strong call for an overall increase in funding

- Multiple comments emphasise that early years funding levels are too low.
- Providers feel they cannot meet rising operational and staffing costs without a real-terms increase.

5.7. Opposition to reducing the Additional Needs (SEN) supplement - reducing the supplement to boost SEN Inclusion Funding (SENIF) is seen as ineffective and risky.

Concerns included:

- Loss of stable, predictable funding needed to plan staffing and resources.
- Increased pressure on settings that rely on this baseline support.
- Problems with SENIF being an application-based system

5.8. SENIF applications are described as:

- Administrative burdens that increase workload.
- Slow, delaying support for children with emerging needs.
- This can negatively affect timely intervention and increase pressure on staff.

5.9. Recommendation to streamline SENIF rather than shift funding. Suggested improvements included:

- Faster, clearer, and less time-intensive application processes.
- Keeping the Additional Needs (SEN) supplement at its current level.
- Ensuring SEN funding levels reflect real delivery costs.

6. Desire for consistent funding across all age groups

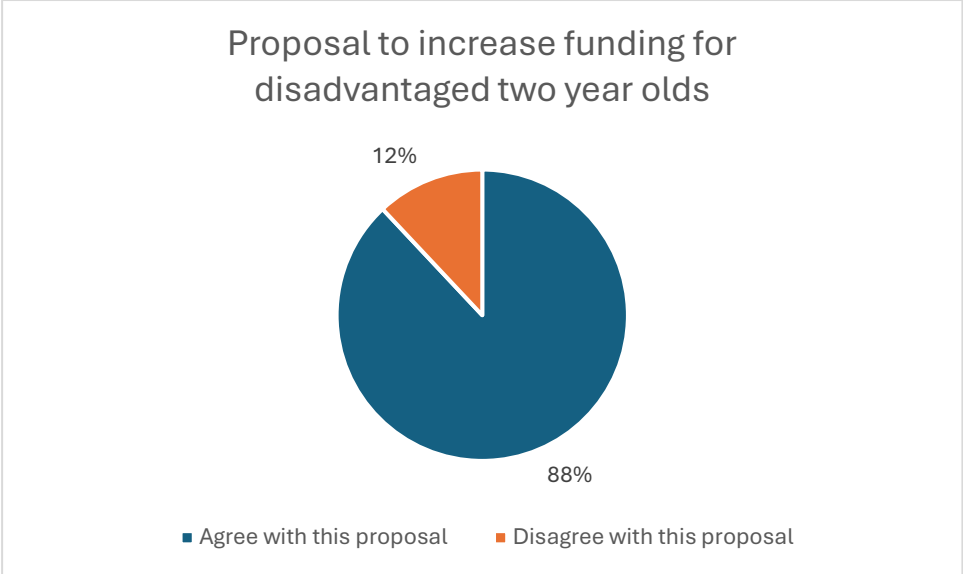
6.1. Some respondents would prefer equal funding amounts regardless of age group.

In the light of the consultation, the local authority's decision is to implement option 1 and there will be no changes to the funding formula for three- and four-year-olds.

7. Funding for two-year-olds

7.1. For two-year-olds, the proposal for the funding formula was to increase the additional hourly rate paid for children who are eligible for the 'Early learning for two-year olds' entitlement (formerly known as the Disadvantaged two-year-olds entitlement'). The intention is to support access to early years provision for children from lower income households. Since the introduction of the Working Families entitlement for two-year-olds, take up by disadvantaged two-year-olds for this entitlement has declined and the concern is that they have less opportunity to access childcare. The proposal for changing the formula was intended to incentivise providers to offer places for these children.

The Early Years sub-group of Schools' Forum supported this proposal.



7.2. Most respondents to the consultation agreed with the proposal to increase the additional hourly rate for disadvantaged two-year-olds to £2,38 per hour, by reducing funding from the deprivation supplement by 1%.

7.3. Where respondents disagreed with the proposal, the themes of their comments were:

- Proposed increasing early years funding equally across all age groups and circumstances. Currently, settings may benefit in the short term, but funding drops significantly once a child turns three, making it difficult for providers to manage costs and remain sustainable.
- Suggested increasing the base hourly rate for all two-year-olds to better reflect real delivery costs, adding a simple automatic supplement for disadvantaged children without additional admin, and reducing administrative burdens so providers can focus on supporting children.
- Advocated for funding rates to be consistent regardless of age or individual circumstances to ensure long-term financial stability and high-quality provision for all children.

In the light of the outcomes of the consultation, the local authority has notified childcare providers and schools of the hourly rates they will receive for early years entitlement funding in 2026-27.

EYFF Hourly Rates 3-4 Year Olds 2026/27

Provider Name and Type	Type	Total hourly rate
Belmore Primary School	School	6.89
Bishop Winnington-Ingram Church Of England Primary School	School	6.63
Botwell House Rc Primary School	School	7.25
Bourne Primary School	School	6.94
Brookside Primary School	School	6.81
Charville Primary School	School	6.84
Cherry Lane Primary School	School	6.97
Colham Manor Primary School	School	7.92
Coteford Infant School	School	7.02
Cowley St. Laurence Primary Ce School	School	6.77
Cranford Park Academy	School	6.69
Deanesfield Primary School	School	6.95
Dr Triplett's C E Primary School	School	7.01
Field End Infant School	School	7.10
Frithwood Primary School	School	6.48
Glebe Primary School	School	6.51
Grange Park School (School)	School	7.22
Harefield Infant School	School	6.76
Harlyn Primary School (School)	School	7.16
Harmondsworth Primary School	School	6.84
Hayes Park School	School	6.90
Heathrow Primary	School	7.22
Hermitage Primary School	School	6.80
Hewens Primary	School	6.68
Highfield School	School	6.93
Hillingdon Primary School	School	6.85
Hillside Infant School	School	6.70
Holy Trinity Cofe Primary School	School	6.76
John Locke Academy	School	6.63
Lady Bankes Primary School	School	6.77
Lake Farm Park Academy	School	6.83
McMillan Nursery School	School	7.58
Minet Infant And Nursery School	School	6.90
Newnham Junior & Infant School	School	6.76
Oak Farm Infant School	School	6.64
Pinkwell Primary School	School	6.75
Rabbsfarm Primary School (School)	School	7.63
Rosedale Primary	School	6.67
Ruislip Gardens Assessment Base	School	11.08
Ruislip Gardens Primary School	School	6.52
Ryefield Primary School	School	6.58
Sacred Heart Catholic Primary School	School	6.82
St Andrews Primary	School	6.95
St Bernadette Catholic School	School	6.59
St Catherine Catholic Primary School	School	7.24
St Martin's School	School	7.77
St Mary's Catholic Primary School	School	7.24
St Matthews C Of E Primary School	School	7.18
St Swithun Wells Catholic Primary School	School	6.74
The Breakspear School	School	6.71
The Pond - Laurel Lane	School	7.26
Warrender Primary School (School)	School	6.67
West Drayton Academy	School	7.55
Whitehall Infant School	School	7.07
Whiteheath Infant School	School	6.81
William Byrd School	School	6.80
Wood End Park Academy (School)	School	6.73
Yeading Infant And Nursery School	School	7.11
Abbi Kate Chilvers (Childminder)	Childminder	6.34
Alison Strong (Childminder)	Childminder	6.46
Amanda Jane Hopson (Childminder)	Childminder	6.52
Amanda Mary Whiter (Childminder)	Childminder	6.50
Amy Richardson (Childminder)	Childminder	6.48
Anna Louise Miltiadous (Childminder)	Childminder	6.58
Anne Smith (Childminder)	Childminder	6.34
Anmarie Leete (Childminder)	Childminder	6.47
Azra Parveen (Childminder)	Childminder	6.70
Bina Patel (Childminder)	Childminder	6.54
Cheryl Jillian Hartness (Childminder)	Childminder	6.69
Cheryl Stevens (Childminder)	Childminder	6.83
Christine Jancso (Childminder)	Childminder	6.46

EYFF Hourly Rates 3-4 Year Olds 2026/27

Provider Name and Type	Type	Total hourly rate
Corinna Weech (Childminder)	Childminder	6.67
Deborah Ann Kerslake (Childminder)	Childminder	6.48
Deborah Ann Linsey (Childminder)	Childminder	6.61
Deborah Jane Harding (Childminder)	Childminder	6.59
Dega Mohammed - Tiney Agency (Childminder Agency)	Childminder	6.75
Deglys Ines Burton (Childminder)	Childminder	6.63
Diane Maria Abbott (Childminder)	Childminder	6.38
Dorothy Gobbi (Childminder)	Childminder	6.60
Elizabeth Smith Conroy (Childminder)	Childminder	6.57
Emma Muinos (Childminder)	Childminder	6.38
Evelyn Hanora Mary Bernadette Collins (Childminder)	Childminder	6.56
Evelyne Cora Ephram (Childminder)	Childminder	6.87
Faicka Khairdin (Childminder)	Childminder	6.58
Grace Armah-Dadson (Childminder)	Childminder	7.86
Grainne Majella Bridget O'Hare (Childminder)	Childminder	6.36
Hajira Mian (Childminder)	Childminder	6.39
Hannah Carol O'Donovan (Childminder)	Childminder	6.65
Hayley Thomas (Childminder)	Childminder	6.47
Helena Kara (Childminder)	Childminder	6.49
Holly Louise Denton (Childminder)	Childminder	6.47
Jane Louise Keen (Childminder)	Childminder	6.52
Julie Anne Byrne (Childminder)	Childminder	6.65
Kamal Preet Matharu (Childminder)	Childminder	6.64
Katherine Rose Ann Moxam (Childminder)	Childminder	6.38
Katie Tackley (Childminder)	Childminder	6.66
Katja Layher-Segal (Childminder)	Childminder	6.68
Katy Louise Sowrey (Childminder)	Childminder	6.90
Kavita Hajare (Childminder)	Childminder	6.44
Kelly Marie Tomassi (Childminder)	Childminder	6.72
Kerry-Lucy Latchford-Evans (Childminder)	Childminder	6.45
Kirsty Ann Bruce (Childminder)	Childminder	6.51
Laurette Holmes (Childminder)	Childminder	6.59
Lesley Elizabeth Hunt (Childminder)	Childminder	6.53
Lisa Oliver (Childminder)	Childminder	6.53
Lorraine Sterling (Childminder)	Childminder	6.64
Lynda Paula Brayne (Childminder)	Childminder	6.48
Mandy Shaw (Childminder)	Childminder	6.46
Margaret Leo (Childminder)	Childminder	6.50
Marie Ann Osindeinde (Childminder)	Childminder	6.46
Marietta Saydee (Childminder)	Childminder	6.77
Marzena Goracy (Childminder)	Childminder	6.42
Michelle Liberty (Childminder)	Childminder	6.43
Michelle Lorraine Dickson (Childminder)	Childminder	6.51
Michelle Shorey (Childminder)	Childminder	6.73
Miss Sheila Katherine McLeod (Childminder)	Childminder	6.43
Monika Anna Taratajcio (Childminder)	Childminder	6.45
Mrs Alison Assan (Childminder)	Childminder	6.58
Mrs Heather Howard (Childminder)	Childminder	6.52
Mrs Joanne Hall (Childminder)	Childminder	6.99
Mrs Pauline Housen (Childminder)	Childminder	6.65
Najma Mohamed (Childminder)	Childminder	6.67
Namrata Watal (Childminder)	Childminder	6.58
Natasha Malone (Childminder)	Childminder	6.36
Neera Rahul Chudasama (Childminder)	Childminder	6.42
Nestles Avenue Children's Centre (Day nursery)	Childminder	6.65
Nicola Deacon (Childminder)	Childminder	6.48
Oluwaseun Odupitan (Childminder)	Childminder	6.56
Paola Peverati (Childminder)	Childminder	6.54
Penny Jane Knowles (Childminder)	Childminder	6.68
Rachel Faulkner (Childminder)	Childminder	9.81
Rita Eileen Hoyle (Childminder)	Childminder	6.53
Roda Mohamed (Childminder)	Childminder	6.60
Ruchika Merchant (Childminder)	Childminder	6.68
Rukaia Al-Musawi - Tiney Childminder (Childminder Agency)	Childminder	6.51
Ruth Helen Norquoy (Childminder)	Childminder	6.44
Samantha Hogan (Childminder)	Childminder	6.39
Sameera Ansari (Childminder)	Childminder	6.59
Sarah Clarke (Childminder)	Childminder	6.80
Sarah Francis (Childminder)	Childminder	6.42
Sarah Kate Cartwright (Childminder)	Childminder	6.41
Sarah Moseley (Childminder)	Childminder	6.59

EYFF Hourly Rates 3-4 Year Olds 2026/27

Provider Name and Type	Type	Total hourly rate
Sarah Pearce (Childminder)	Childminder	6.61
Sayeda Rajabali (Childminder)	Childminder	6.51
Seeta Chopra (Childminder)	Childminder	6.64
Sharon Ann Webb (Childminder)	Childminder	6.83
Sharon Louise Smith (Childminder)	Childminder	6.74
Shehbana Alshumali (Childminder)	Childminder	8.84
Shilpa Kheria (Childminder)	Childminder	6.46
Shining Stars Childcare Ltd (Childminder)	Childminder	10.08
Shiromi Aravindhan (Childminder Agency)	Childminder	10.02
Sima Fatania (Childminder)	Childminder	6.44
Sonia Louise Jarvis (Childminder)	Childminder	6.50
South Ruislip Early Years & Children's Centre (Day nursery)	Childminder	6.61
Stephanie Ann Hawkins (Childminder)	Childminder	6.48
Susan Jane Newbey (Childminder)	Childminder	6.42
Suzanne Kay Page (Childminder)	Childminder	6.45
Tanya Freeman (Childminder)	Childminder	6.61
Tara Jane Perrett (Childminder)	Childminder	6.96
The Homestead Childcare (Day nursery)	Childminder	6.50
Veena Majothi (Childminder)	Childminder	6.57
Zahida Ahmed (Childminder)	Childminder	6.73
Zoe Partridge (Childminder)	Childminder	6.64
4 Street Nursery (Day nursery)	PVI Nursery	6.84
Blossom Tree Montessori - Eastcote (Day nursery)	PVI Nursery	6.45
Blossom Tree Montessori - Northwood (Day nursery)	PVI Nursery	6.46
Bright Horizons at RAF Northolt (Day nursery)	PVI Nursery	6.46

EYFF Hourly Rates 3-4 Year Olds 2026/27

Provider Name and Type	Type	Total hourly rate
Bright Horizons Haydon Hall Montessori Day Nursery (Day nursery)	PVI Nursery	6.46
Bright Horizons Mount Vernon Day Nursery and Preschool (Day nursery)	PVI Nursery	7.07
Busy Bees Day Nursery at Heathrow (Day nursery)	PVI Nursery	6.63
Busy Bees Day Nursery at Hillingdon (Day nursery)	PVI Nursery	6.62
Butterflies Preschool West Drayton (Pre-School Playgroup)	PVI Nursery	6.88
Butterflies Uxbridge Preschool (Pre-School Playgroup)	PVI Nursery	7.52
Cheeky Chums Day Nursery (Day nursery)	PVI Nursery	6.80
Chickywicks Day Nursery (Day nursery)	PVI Nursery	6.98
Coat of Many Colours Nursery (Day nursery)	PVI Nursery	6.85
Coat Of Many Colours Nursery Hayes Branch (Day nursery)	PVI Nursery	6.67
Creative Fingers Community Nursery Ltd (Day nursery)	PVI Nursery	6.77
Discovery Nursery And Preschool (Day nursery)	PVI Nursery	6.46
Eilmar Montessori Day Nursery (Day nursery)	PVI Nursery	6.48
Funtimes Preschool (Pre-School Playgroup)	PVI Nursery	6.51
Happy Days Preschool (Pre-School Playgroup)	PVI Nursery	6.43
Happy Tree Academy (Day nursery)	PVI Nursery	6.76
Harefield Hospital Day Nursery (Day nursery)	PVI Nursery	6.45
Honey Bears Montessori (Day nursery)	PVI Nursery	7.17
Jelly Tots Pre-School (Pre-School Playgroup)	PVI Nursery	7.13
Jolly Rainbows Nursery Ltd (Pre-School Playgroup)	PVI Nursery	7.62
Kiddiecare Nurseries - Ashdown (Day nursery)	PVI Nursery	6.66
Kiddiecare Nursery - Pine Place (Day nursery)	PVI Nursery	6.79
Kiddiecare Nursery (Botwell) (Day nursery)	PVI Nursery	6.69
Kiddiecare Nursery (Church Road) (Day nursery)	PVI Nursery	6.66
Kiddiecare Nursery (West Drayton) (Day nursery)	PVI Nursery	6.72
Lawn Road Montessori (Day nursery)	PVI Nursery	6.79
Lilliput Pre-School (Pre-School Playgroup)	PVI Nursery	6.92
Little Companions Pre-School (Pre-School Playgroup)	PVI Nursery	6.98
Little Crickets Learning Centre (Day nursery)	PVI Nursery	6.46
Little Giants Nursery - Brunel (Day nursery)	PVI Nursery	6.58
Little Leaf Nursery (Day nursery)	PVI Nursery	6.71
Little Marvels Day Nursery (Brookside) (Day nursery)	PVI Nursery	6.86
Little Marvels Day Nursery (Hewens) (Day nursery)	PVI Nursery	6.64
Little Marvels Nursery - Rosedale (Day nursery)	PVI Nursery	6.97
Littlebrook Nursery (Day nursery)	PVI Nursery	6.63
Littlebrook Nursery (Longford) (Day nursery)	PVI Nursery	6.71
Magic Steps Nursery (Day nursery)	PVI Nursery	6.82
Magicwords Day Nursery Ltd (Day nursery)	PVI Nursery	6.82
Meadows Early Years Practitioners (Pre-School Playgroup)	PVI Nursery	7.01
Ministeps Nursery (Day nursery)	PVI Nursery	6.54
Monkey Puzzle Day Nursery Uxbridge (Day nursery)	PVI Nursery	6.66
Nestles Avenue Nursery and Pre-School (Day nursery)	PVI Nursery	6.61
Northwood College (Bluebelle House) (Nursery Units of Independent Schools)	PVI Nursery	6.44
Once Upon A Time (Uxbridge) (Day nursery)	PVI Nursery	7.01
Once Upon A Time Day Nurseries (Yeading) (Day nursery)	PVI Nursery	7.35
Once Upon A Time Day Nursery (West Drayton) (Day nursery)	PVI Nursery	7.05
Once Upon A Time Nursery (Eastcote) (Day nursery)	PVI Nursery	7.20
Our Little Explorers Nursery LTD (Day nursery)	PVI Nursery	6.58
Partou Apples & Cherries Day Nursery & Pre-School (Day nursery)	PVI Nursery	6.68
Peapods Early Learning Centre Ltd (Hillingdon) (Day nursery)	PVI Nursery	6.64
Pre-School Academy (Day nursery)	PVI Nursery	6.46

EYFF Hourly Rates 3-4 Year Olds 2026/27

Provider Name and Type	Type	Total hourly rate
Pre-School Playhouse (Day nursery)	PVI Nursery	6.48
Rise Montessori Nursery (Day nursery)	PVI Nursery	6.71
Rising Stars Nursery Ruislip (Day nursery)	PVI Nursery	6.49
Rosewood Montessori (Day nursery)	PVI Nursery	6.45
Ruislip Stars Nurseries Pre-School (Day nursery)	PVI Nursery	6.59
Ruislip Stars Nurseries at St Mary's (Day nursery)	PVI Nursery	6.44
Shepherds Hill Nursery (Day nursery)	PVI Nursery	6.67
Smarty's Nursery - Ruislip (Day nursery)	PVI Nursery	7.10
Smarty's Nursery North Hayes (Day nursery)	PVI Nursery	6.94
South Ruislip Nursery and Pre-School (Day nursery)	PVI Nursery	6.52
St Helen's College Limited (Nursery Units of Independent Schools)	PVI Nursery	6.50
St Johns School (Nursery Units of Independent Schools)	PVI Nursery	6.44
St Martins Kindergarten (Nursery Units of Independent Schools)	PVI Nursery	6.47
St Vincent's Nursery Ltd (Day nursery)	PVI Nursery	6.84
Stepping Stones Nursery (Day nursery)	PVI Nursery	6.47
Sunflower House Nursery (Cowley) (Day nursery)	PVI Nursery	6.90
Sunflower House Nursery (Daleham) (Day nursery)	PVI Nursery	7.05
Sunflower House Nursery Wentworth (Day nursery)	PVI Nursery	6.96
Sweetcroft Day Care (Day nursery)	PVI Nursery	6.46
The EYE Nursery Ltd (Day nursery)	PVI Nursery	6.46
The Growing Tree Nursery (Day nursery)	PVI Nursery	6.41
The Hall School (within the Grange) (Nursery Units of Independent Schools)	PVI Nursery	6.43
The Little Learners Montessori Northwood (Day nursery)	PVI Nursery	6.47
The Never Ending Story Day Nursery (Day nursery)	PVI Nursery	7.01
The Old Station Nursery (Day nursery)	PVI Nursery	6.61
The Young Ones Ltd (Day nursery)	PVI Nursery	6.69
Tiny Muddy Boots (Pre-School Playgroup)	PVI Nursery	7.17
Twinkle Stars Montessori Nursery (Day nursery)	PVI Nursery	6.64
Uxbridge Early Years Centre (Day nursery)	PVI Nursery	6.53
Uxbridge Nursery and Pre-School (Day nursery)	PVI Nursery	6.51
West Drayton Day Nursery (Day nursery)	PVI Nursery	6.89
Wetherby House Montessori Ltd (Day nursery)	PVI Nursery	6.88
White House Nursery (Day nursery)	PVI Nursery	6.45
Willow Tree Nursery (Day nursery)	PVI Nursery	6.72
Wonderland Nursery Ltd (Day nursery)	PVI Nursery	6.63
Wonderland Nursery Ltd (Harmondsworth) (Day nursery)	PVI Nursery	6.76
Woodlands Nursery Ruislip Limited (Day nursery)	PVI Nursery	6.47
Woodlodge Montessori School (Day nursery)	PVI Nursery	6.42

EYFF Hourly Rates 2 Year Olds 2026/27

Provider Name and Type	Type	Hourly rate Working Parents entitlement	Uplift	Hourly rate Early learning for two year olds entitlement
Abbi Kate Chilvers (Childminder)	Childminder	9.42	2.38	11.80
Alison Strong (Childminder)	Childminder	9.51	2.38	11.89
Amanda Jane Hopson (Childminder)	Childminder	9.47	2.38	11.85
Amanda Mary Whiter (Childminder)	Childminder	9.51	2.38	11.89
Amy Richardson (Childminder)	Childminder	9.40	2.38	11.78
Anna Jane Hibbs (Childminder)	Childminder	9.52	2.38	11.90
Anna Louise Miltiadous (Childminder)	Childminder	9.60	2.38	11.98
Anne Smith (Childminder)	Childminder	9.43	2.38	11.81
Annmarie Leete (Childminder)	Childminder	9.45	2.38	11.83
Azra Parveen (Childminder)	Childminder	9.61	2.38	11.99
Bina Patel (Childminder)	Childminder	9.51	2.38	11.89
Brandy Christianne Myclark (Childminder)	Childminder	9.51	2.38	11.89
Cheryl Jillian Hartness (Childminder)	Childminder	9.58	2.38	11.96
Cheryl Stevens (Childminder)	Childminder	9.74	2.38	12.12
Christine Jancso (Childminder)	Childminder	9.41	2.38	11.79
Corinna Weech (Childminder)	Childminder	9.64	2.38	12.02
Deborah Ann Kerlake (Childminder)	Childminder	9.49	2.38	11.87
Deborah Ann Linsey (Childminder)	Childminder	9.51	2.38	11.89
Deborah Jane Harding (Childminder)	Childminder	9.63	2.38	12.01
Dega Mohammed - Tiney Agency (Childminder Agency)	Childminder	9.62	2.38	12.00
Deglys Ines Burton (Childminder)	Childminder	9.67	2.38	12.05
Diane Maria Abbott (Childminder)	Childminder	9.45	2.38	11.83
Dorothy Gobbi (Childminder)	Childminder	9.54	2.38	11.92
Elizabeth Jane Webb (Childminder)	Childminder	9.51	2.38	11.89
Elizabeth Smith Conroy (Childminder)	Childminder	9.48	2.38	11.86
Emma Muinos (Childminder)	Childminder	9.41	2.38	11.79
Evelyn Hanora Mary Bernadette Collins (Childminder)	Childminder	9.41	2.38	11.79
Faicka Khairdin (Childminder)	Childminder	9.57	2.38	11.95
Gail Jacqueline Dear (Childminder)	Childminder	9.66	2.38	12.04
Gail Randall (Childminder)	Childminder	9.39	2.38	11.77
Grace Armah-Dadson (Childminder)	Childminder	9.74	2.38	12.12
Grainne Majella Bridget O'Hare (Childminder)	Childminder	9.34	2.38	11.72
Hajira Mian (Childminder)	Childminder	9.34	2.38	11.72
Hannah Carol O'Donovan (Childminder)	Childminder	9.36	2.38	11.74
Hayley Thomas (Childminder)	Childminder	9.40	2.38	11.78
Helena Kara (Childminder)	Childminder	9.68	2.38	12.06
Holly Louise Denton (Childminder)	Childminder	9.52	2.38	11.90
Jane Louise Keen (Childminder)	Childminder	9.60	2.38	11.98
Jayne Deborah Marron (Childminder)	Childminder	9.58	2.38	11.96
Jeanette Richardson (Childminder)	Childminder	9.59	2.38	11.97
Jessica Parker (Childminder)	Childminder	9.59	2.38	11.97
Julie Anne Byrne (Childminder)	Childminder	9.42	2.38	11.80
Kamal Preet Matharu (Childminder)	Childminder	9.56	2.38	11.94
Karen Mintern (Childminder)	Childminder	9.51	2.38	11.89
Katarina Marcincin (Childminder)	Childminder	9.64	2.38	12.02
Katie Tackley (Childminder)	Childminder	9.61	2.38	11.99
Katja Layher-Segal (Childminder)	Childminder	9.65	2.38	12.03
Katy Louise Sowrey (Childminder)	Childminder	9.63	2.38	12.01
Kavita Hajare (Childminder)	Childminder	9.39	2.38	11.77
Kayleigh Louise Everett (Childminder)	Childminder	9.52	2.38	11.90
Kelly Marie Tomassi (Childminder)	Childminder	9.68	2.38	12.06
Kerry-Lucy Latchford-Evans (Childminder)	Childminder	9.39	2.38	11.77
Kirsty Ann Bruce (Childminder)	Childminder	9.51	2.38	11.89
Laurette Holmes (Childminder)	Childminder	9.48	2.38	11.86
Lesley Elizabeth Hunt (Childminder)	Childminder	9.42	2.38	11.80
Linda Maria Webb (Childminder)	Childminder	9.49	2.38	11.87
Lisa Oliver (Childminder)	Childminder	9.38	2.38	11.76

EYFF Hourly Rates 2 Year Olds 2026/27

Provider Name and Type	Type	Hourly rate Working Parents entitlement	Uplift	Hourly rate Early learning for two year olds entitlement
Lorraine Majella Flannery (Childminder)	Childminder	9.41	2.38	11.79
Lorraine Sterling (Childminder)	Childminder	9.52	2.38	11.90
Lynda Paula Brayne (Childminder)	Childminder	9.46	2.38	11.84
Lynne Callaghan (Childminder)	Childminder	9.36	2.38	11.74
Malina Sachin Ganatra(Pollywogs Montessori) (Childminder)	Childminder	9.39	2.38	11.77
Mandy Shaw (Childminder)	Childminder	9.42	2.38	11.80
Margaret Leo (Childminder)	Childminder	9.52	2.38	11.90
Marie Ann Osindeinde (Childminder)	Childminder	9.42	2.38	11.80
Marietta Saydee (Childminder)	Childminder	9.61	2.38	11.99
Maryam Khalif (Childminder)	Childminder	9.54	2.38	11.92
Marzena Goracy (Childminder)	Childminder	9.57	2.38	11.95
Michelle Lorraine Dickson (Childminder)	Childminder	9.53	2.38	11.91
Michelle Shorey (Childminder)	Childminder	9.67	2.38	12.05
Monika Anna Taratajcio (Childminder)	Childminder	9.40	2.38	11.78
Mrs Alison Assan (Childminder)	Childminder	9.53	2.38	11.91
Mrs Heather Howard (Childminder)	Childminder	9.42	2.38	11.80
Mrs Joanne Hall (Childminder)	Childminder	9.62	2.38	12.00
Mrs Pauline Housen (Childminder)	Childminder	9.68	2.38	12.06
Natalie Lisa Workman (Childminder)	Childminder	9.45	2.38	11.83
Natasha Malone (Childminder)	Childminder	9.36	2.38	11.74
Neera Rahul Chudasama (Childminder)	Childminder	9.41	2.38	11.79
Nicola Deacon (Childminder)	Childminder	9.47	2.38	11.85
Nicola Jane Meager (Childminder)	Childminder	9.52	2.38	11.90
Nicola Julia Brand (Childminder)	Childminder	9.40	2.38	11.78
Nicola Young (Childminder)	Childminder	9.47	2.38	11.85
Nioka Goode (Childminder)	Childminder	9.40	2.38	11.78
Oluwaseun Odupitan (Childminder)	Childminder	9.56	2.38	11.94
Paola Peverati (Childminder)	Childminder	9.51	2.38	11.89
Paula Sutton (Childminder)	Childminder	9.50	2.38	11.88
Penny Jane Knowles (Childminder)	Childminder	9.63	2.38	12.01
Rachael Claire Shailes (Childminder)	Childminder	9.50	2.38	11.88
Rachel Faulkner (Childminder)	Childminder	9.42	2.38	11.80
Rajinder Nagra (Childminder)	Childminder	9.65	2.38	12.03
Ravinder Kaur-Tiney Agency (Childminder Agency)	Childminder	9.69	2.38	12.07
Rita Eileen Hoyle (Childminder)	Childminder	9.49	2.38	11.87
Roda Mohamed (Childminder)	Childminder	9.62	2.38	12.00
Ruchika Merchant (Childminder)	Childminder	9.70	2.38	12.08
Rukaia Al-Musawi - Tiney Childminder (Childminder Agency)	Childminder	9.58	2.38	11.96
Ruth Helen Norquoy (Childminder)	Childminder	9.40	2.38	11.78
Samantha Hogan (Childminder)	Childminder	9.39	2.38	11.77
Sameera Ansari (Childminder)	Childminder	9.56	2.38	11.94
Sandra Jane Joyce (Childminder)	Childminder	9.46	2.38	11.84
Sara Saleemi Ahmed (Childminder)	Childminder	9.43	2.38	11.81
Sarah Bunting (Childminder)	Childminder	9.50	2.38	11.88
Sarah Clarke (Childminder)	Childminder	9.43	2.38	11.81
Sarah Francis (Childminder)	Childminder	9.46	2.38	11.84
Sarah Louise Bennett (Childminder)	Childminder	9.30	2.38	11.68
Sarah Moseley (Childminder)	Childminder	9.56	2.38	11.94
Sayeda Rajabali (Childminder)	Childminder	9.45	2.38	11.83
Seeta Chopra (Childminder)	Childminder	9.58	2.38	11.96
Sharon Ann Webb (Childminder)	Childminder	9.85	2.38	12.23
Sharon Louise Smith (Childminder)	Childminder	9.52	2.38	11.90
Shehbana Alshumali (Childminder)	Childminder	9.48	2.38	11.86
Shilpa Kheria (Childminder)	Childminder	9.56	2.38	11.94
Shining Stars Childcare Ltd (Childminder)	Childminder	9.63	2.38	12.01
Sonia Louise Jarvis (Childminder)	Childminder	9.51	2.38	11.89
Stephanie Ann Hawkins (Childminder)	Childminder	9.44	2.38	11.82

EYFF Hourly Rates 2 Year Olds 2026/27

Provider Name and Type	Type	Hourly rate Working Parents entitlement	Uplift	Hourly rate Early learning for two year olds entitlement
Susan Jane Newbey (Childminder)	Childminder	9.51	2.38	11.89
Suzanne Kay Page (Childminder)	Childminder	9.60	2.38	11.98
Tanya Freeman (Childminder)	Childminder	9.60	2.38	11.98
Tara Jane Perrett (Childminder)	Childminder	9.55	2.38	11.93
Veena Majothi (Childminder)	Childminder	9.46	2.38	11.84
Zoe Partridge (Childminder)	Childminder	9.58	2.38	11.96
4 Street Nursery (Day nursery)	PVI Nursery	9.44	2.38	11.82
Blossom Tree Montessori - Eastcote (Day nursery)	PVI Nursery	9.41	2.38	11.79
Blossom Tree Montessori - Northwood (Day nursery)	PVI Nursery	9.42	2.38	11.80
Bright Horizons at RAF Northolt (Day nursery)	PVI Nursery	9.42	2.38	11.80
Bright Horizons Haydon Hall Montessori Day Nursery	PVI Nursery	9.44	2.38	11.82
Bright Horizons Mount Vernon Day Nursery and Preschool	PVI Nursery	9.43	2.38	11.81
Busy Bees Day Nursery at Heathrow (Day nursery)	PVI Nursery	9.56	2.38	11.94
Busy Bees Day Nursery at Hillingdon (Day nursery)	PVI Nursery	9.56	2.38	11.94
Butterflies Preschool West Drayton (Pre-School Playgroup)	PVI Nursery	9.68	2.38	12.06
Butterflies Uxbridge Preschool (Pre-School Playgroup)	PVI Nursery	9.64	2.38	12.02
Cheeky Chums Day Nursery (Day nursery)	PVI Nursery	9.52	2.38	11.90
Chickywicks Day Nursery (Day nursery)	PVI Nursery	9.49	2.38	11.87
Coat of Many Colours Nursery (Day nursery)	PVI Nursery	9.60	2.38	11.98
Coat Of Many Colours Nursery Hayes Branch (Day nursery)	PVI Nursery	9.62	2.38	12.00
Creative Fingers Community Nursery Ltd (Day nursery)	PVI Nursery	9.59	2.38	11.97
Discovery Nursery And Preschool (Day nursery)	PVI Nursery	9.41	2.38	11.79
Eilmar Montessori Day Nursery (Day nursery)	PVI Nursery	9.47	2.38	11.85
Funtimes Preschool (Pre-School Playgroup)	PVI Nursery	9.46	2.38	11.84
Happy Days Preschool (Pre-School Playgroup)	PVI Nursery	9.39	2.38	11.77
Happy Tree Academy (Day nursery)	PVI Nursery	9.47	2.38	11.85
Harefield Hospital Day Nursery (Day nursery)	PVI Nursery	9.44	2.38	11.82
Honey Bears Montessori (Day nursery)	PVI Nursery	9.45	2.38	11.83
Jelly Tots Pre-School (Pre-School Playgroup)	PVI Nursery	9.48	2.38	11.86
Jolly Rainbows Nursery Ltd (Pre-School Playgroup)	PVI Nursery	9.68	2.38	12.06
Kiddiecare Nurseries - Ashdown (Day nursery)	PVI Nursery	9.58	2.38	11.96
Kiddiecare Nursery - Pine Place (Day nursery)	PVI Nursery	9.53	2.38	11.91
Kiddiecare Nursery (Botwell) (Day nursery)	PVI Nursery	9.62	2.38	12.00
Kiddiecare Nursery (Church Road) (Day nursery)	PVI Nursery	9.62	2.38	12.00
KiddieCare Nursery Station Approach (Day nursery)	PVI Nursery	9.57	2.38	11.95
Kiddiecare Nursery (West Drayton) (Day nursery)	PVI Nursery	9.63	2.38	12.01
Lawn Road Montessori (Day nursery)	PVI Nursery	9.59	2.38	11.97
Lilliput Pre-School (Pre-School Playgroup)	PVI Nursery	9.56	2.38	11.94
Little Companions Pre-School (Pre-School Playgroup)	PVI Nursery	9.44	2.38	11.82
Little Crickets Learning Centre (Day nursery)	PVI Nursery	9.47	2.38	11.85
Little Giants Nursery - Brunel (Day nursery)	PVI Nursery	9.53	2.38	11.91
Little Leaf Nursery (Day nursery)	PVI Nursery	9.63	2.38	12.01
Little Marvels Day Nursery (Brookside) (Day nursery)	PVI Nursery	9.66	2.38	12.04
Little Marvels Day Nursery (Hewens) (Day nursery)	PVI Nursery	9.59	2.38	11.97
Little Marvels Nursery - Rosedale (Day nursery)	PVI Nursery	9.61	2.38	11.99
Littlebrook Nursery (Day nursery)	PVI Nursery	9.55	2.38	11.93
Littlebrook Nursery (Longford) (Day nursery)	PVI Nursery	9.56	2.38	11.94
Magic Steps Nursery (Day nursery)	PVI Nursery	9.67	2.38	12.05
Magicwords Day Nursery Ltd (Day nursery)	PVI Nursery	9.56	2.38	11.94
Meadows Early Years Practitioners (Pre-School Playgroup)	PVI Nursery	9.55	2.38	11.93
Ministeps Nursery (Day nursery)	PVI Nursery	9.50	2.38	11.88
Monkey Puzzle Day Nursery Uxbridge (Day nursery)	PVI Nursery	9.53	2.38	11.91
Nestles Avenue Children's Centre (Day nursery)	Childminder	9.59	2.38	11.97
Nestles Avenue Nursery and Pre-School (Day nursery)	PVI Nursery	9.61	2.38	11.99
Once Upon A Time (Uxbridge) (Day nursery)	PVI Nursery	9.57	2.38	11.95
Once Upon A Time Day Nurseries (Yeading) (Day nursery)	PVI Nursery	9.65	2.38	12.03
Once Upon A Time Day Nursery (West Drayton) (Day nursery)	PVI Nursery	9.61	2.38	11.99

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Once Upon A Time Nursery (Eastcote) (Day nursery)	PVI Nursery	9.48	2.38	11.86
Our Little Explorers Nursery LTD (Day nursery)	PVI Nursery	9.44	2.38	11.82
Partou Apples & Cherries Day Nursery & Pre-School (Day nursery)	PVI Nursery	9.61	2.38	11.99
Peapods Early Learning Centre Ltd (Hillingdon) (Day nursery)	PVI Nursery	9.59	2.38	11.97
Pre-School Academy (Day nursery)	PVI Nursery	9.44	2.38	11.82
Pre-School Playhouse (Day nursery)	PVI Nursery	9.44	2.38	11.82
Rise Montessori Nursery (Day nursery)	PVI Nursery	9.40	2.38	11.78
Rising Stars Nursery Ruislip (Day nursery)	PVI Nursery	9.45	2.38	11.83
Rosewood Montessori (Day nursery)	PVI Nursery	9.44	2.38	11.82
Ruislip Stars Nurseries Pre-School (Day nursery)	PVI Nursery	9.50	2.38	11.88
Ruislip Stars Nurseries at St Mary's (Day nursery)	PVI Nursery	9.45	2.38	11.83
Ruislip Stars Nurseries Ltd (Day nursery)	PVI Nursery	9.48	2.38	11.86
Shepherds Hill Nursery (Day nursery)	PVI Nursery	9.52	2.38	11.90
Smarty's Nursery - Ruislip (Day nursery)	PVI Nursery	9.47	2.38	11.85
Smarty's Nursery North Hayes (Day nursery)	PVI Nursery	9.58	2.38	11.96
South Ruislip Early Years & Children's Centre (Day nursery)	Childminder	9.49	2.38	11.87
South Ruislip Nursery and Pre-School (Day nursery)	PVI Nursery	9.46	2.38	11.84
St Helen's College Limited (Independent School)	PVI Nursery	9.52	2.38	11.90
St Martins Kindergarten (Independent School)	PVI Nursery	9.48	2.38	11.86
St Vincent's Nursery Ltd (Day nursery)	PVI Nursery	9.50	2.38	11.88
Stepping Stones Nursery (Day nursery)	PVI Nursery	9.45	2.38	11.83
Sunflower House Nursery (Cowley) (Day nursery)	PVI Nursery	9.68	2.38	12.06
Sunflower House Nursery (Daleham) (Day nursery)	PVI Nursery	9.60	2.38	11.98
Sunflower House Nursery Wentworth (Day nursery)	PVI Nursery	9.54	2.38	11.92
Sweetcroft Day Care (Day nursery)	PVI Nursery	9.48	2.38	11.86
The EYE Nursery Ltd (Day nursery)	PVI Nursery	9.45	2.38	11.83
The Growing Tree Nursery (Day nursery)	PVI Nursery	9.41	2.38	11.79
The Hall School (within the Grange) (Independent School)	PVI Nursery	9.40	2.38	11.78
The Homestead Childcare (Day nursery)	Childminder	9.47	2.38	11.85
The Little Learners Montessori Northwood (Day nursery)	PVI Nursery	9.42	2.38	11.80
The Never Ending Story Day Nursery (Day nursery)	PVI Nursery	9.61	2.38	11.99
The Old Station Nursery (Day nursery)	PVI Nursery	9.55	2.38	11.93
The Young Ones Ltd (Day nursery)	PVI Nursery	9.47	2.38	11.85
Tiny Muddy Boots (Pre-School Playgroup)	PVI Nursery	9.55	2.38	11.93
Twinkle Stars Montessori Nursery (Day nursery)	PVI Nursery	9.56	2.38	11.94
Uxbridge Early Years Centre (Day nursery)	PVI Nursery	9.47	2.38	11.85
Uxbridge Nursery and Pre-School (Day nursery)	PVI Nursery	9.48	2.38	11.86
West Drayton Day Nursery (Day nursery)	PVI Nursery	9.64	2.38	12.02
Wetherby House Montessori Ltd (Day nursery)	PVI Nursery	9.38	2.38	11.76
White House Nursery (Day nursery)	PVI Nursery	9.43	2.38	11.81
Willow Tree Nursery (Day nursery)	PVI Nursery	9.64	2.38	12.02
Wonderland Nursery Ltd (Day nursery)	PVI Nursery	9.60	2.38	11.98
Wonderland Nursery Ltd (Harmondsworth) (Day nursery)	PVI Nursery	9.60	2.38	11.98
Woodlands Nursery Ruislip Limited (Day nursery)	PVI Nursery	9.44	2.38	11.82
Woodlodge Montessori School (Day nursery)	PVI Nursery	9.37	2.38	11.75
Bishop Winnington-Ingram Church Of England Primary School	School	9.48	2.38	11.86
Colham Manor Primary School	School	9.60	2.38	11.98
Field End Infant School	School	9.52	2.38	11.90
Frithwood Primary School	School	9.53	2.38	11.91
Holy Trinity Cofe Primary School	School	9.49	2.38	11.87
McMillan Nursery School	School	9.58	2.38	11.96
Minet Infant And Nursery School	School	9.62	2.38	12.00
Ruislip Gardens Assessment Base	School	9.49	2.38	11.87
The Pond - Laurel Lane	School	9.73	2.38	12.11

9.52

11.90