

10% Contingency Payment

School specific contingencies are payable in the following situations and against the rules described.

- **Increase in full time pupil numbers in primary schools**

This requires an increase of 10% or greater on the number of pupils used to calculate the current year budget. As soon as an increase, large enough to meet this requirement occurs, schools must notify the School Funding Team on 01743 253876. The contingency payment (if applicable) is then for the periods shown in the table below.

| Notification Date | Contingency Allocation | Notification date | Contingency Allocation |
|-------------------|------------------------|-------------------|------------------------|
| Nov to March | April-August | October | October-March |
| April | April-August | November | November-March |
| May | May – August | December | December-March |
| June | June-August | January | January-March |
| July | July | February | February-March |
| August | Nil | March | March |
| September | September – March | | |

Schools with summer term contingency allocations that sustain numbers to qualify for a contingency payment from the start of the autumn term, will receive funding to include September to March.

Schools will need to provide the LA with details of need for additional funding resulting from the additional pupils. Once this has been received, and the actual number on roll has been confirmed the contingency payment due will be calculated and paid. Please be aware that where a school is in receipt of minimum funding guarantee (MFG) this will be deducted from any contingency due. This is to ensure fairness of funding levels across schools and allows maximum delegation.

Further contingencies within an April to August or September to March period are possible but the 10% requirement would be based on a NOR that includes those pupils that generated the previous contingency.