**Pupil Premium Plus- Annual School Census**

Dear Parent/Guardian

Each November we remind parents and guardians that the deadline for the Pupil Premium Plus self-declaration is in early January, when our school census is completed. If you child was previously in care, is adopted, or living with you under a special guardianship order the school will be able to claim £2300 each year to support the social, emotional and academic needs of this group of children.

If you would like the school to be able to do this you must declare your child’s status directly to us at school. This can be done by contacting [*name of designated teacher*]. The Department for Education requires you to provide evidence of your child’s status, this will allow [name of staff member] to complete a tick box on our school census to obtain funding. Please be reassured that such evidence and information will be treated in the strictest confidence and names or details of children are not part of the census.

Please be aware that you must make this declaration each time your child moves to a new school, so if this is your child’s first year with us we would be grateful if you could let us know. If you have previously made a declaration then you are not required to make it again.

This information is used for funding purposes only. If you wish school staff to know about your child’s status in order to better understand and support them we would welcome a discussion. [*Name of Designated Teacher*] is our named member of staff with lead responsibility for children who have been previously looked after, adopted or who are living under a special guardianship order.

How is the funding used?

It is important to understand that the Pupil Premium Plus is not ring-fenced funding for the child that attracts it. This gives the school flexibility to decide how the additional funding can best be deployed to have the maximum impact. Schools can, for example, decide to train their staff in recognising and responding to attachment-related issues, or provide tailored support for an adopted child that is in excess of the value of the individual premium. As a school we welcome discussions from parents and guardians on how the Pupil Premium Plus is used to support your child and are transparent about our spending of this funding- please see our annual Pupil Premium Report on our website.

To contact [*name of Designated Teacher*] please [*contact information*].

Yours Sincerely

[*name and role*]