



# Burlish Park Primary School



## PUPIL PREMIUM PROCEDURES

DATE: January 2026

REVIEW DATE: January 2027



## Overview

At Burlish Park Primary School, the achievement and wellbeing of every child is important. We recognise that some children face greater difficulties or disadvantage than others, and that sometimes this can be caused or exacerbated by circumstances in which families face significant financial constraints. We recognise, too, that periods of economic difficulty experienced by families may be short or long term and may have considerable or minimal impact on a child's educational achievement and wellbeing.

The targeted and strategic use of the school's Pupil Premium Grant (PPG) allocation is important in helping us to provide effective tracking, monitoring and support for children whose families are known to be facing, or have faced, periods of financial difficulty.

The school recognises that not all pupils who are eligible for Pupil Premium are underachieving, while some pupils may be underachieving and not eligible for Pupil Premium funding. It is school policy to plan, adapt and prepare for any individual, or group, in which any area of under-performance is evident. The school does not use these procedures to displace current strategies to intervene and support its pupils. Some pupils may be achieving well, but will be entitled to funding to enhance their future educational aspirations and achievements.

### Vision Statement: Pupil Premium At Burlish Park Primary School we strive to:

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- provide opportunities for all of our students to engage in their learning and to acquire the skills and knowledge they need for future success
- use the Pupil Premium funding imaginatively and effectively to ensure that economic disadvantage for some students is not a barrier to success
- work with parents/carers throughout the year to make sure that all eligible students have been identified
- create and maintain a high profile of disadvantaged pupils amongst staff as a key accountability group
- work with teachers, Teaching Assistants, parents/carers and the MAT to ensure that all eligible students make expected or better than expected progress through high quality teaching and meaningful feedback
- track the progress of disadvantaged pupils regularly, identify any barriers to learning and adjust provision where required
- seek best practice and research regarding the Pupil Premium spend to ensure the best student outcomes;
- improve the range and quality of the overall learning experience for disadvantaged pupils, including enrichment opportunities



Pupil Premium is additional funding, from the government, provided to schools for supporting more pupils from low income families to ensure they benefit from the same opportunities as all other children. There are different categories of children that qualify for the Pupil Premium:

- Children who are eligible for free school meals (FSM)
- Children Looked After
- Children Previously Looked After
- Armed forces children

Schools have the freedom to spend the Premium, which is additional to the underlying school budget, in a way they think will best support the raising of attainment for pupils.

### **Systems, procedures and practice**

Under the strategic leadership of the Headteacher, the operational management of the school's procedures for Pupil Premium is led by the Pupil Premium Champion and Pupil Premium Team. Pupils are identified promptly and appropriate provision put in place.

The team consists of the following members:

- Headteacher;
- Pupil Premium Champion;
- SENCO;
- Personal Development and Emotional Wellbeing Leader;
- Teachers;
- Teaching Assistants for classroom work, intervention work and nurture groups;
- Nurture Team;
- School Business Manager;
- Trustees.

Each member has specific responsibilities, which include sharing and monitoring the impact of any funded support and/or intervention.

### **Pupil Premium Champion**

- Provide Pupil Premium information and data required for Headteacher reports;
- Complete PP strategy, incorporating delegated funding and attendance targets;
- Provide appropriate support and guidance for staff when planning Pupil Premium targets and provision;
- Liaise with Headteacher, SENCO, Advocates, PP Strategic Lead for the Rivers MAT, Leadership Team, Pupil Premium Team, teachers, Teaching Assistants, parents, pupils, external partners and agencies, where necessary;
- Records and tracks the achievement of pupils eligible for the PPG;
- Ensure monitoring of the quality and impact of intervention and provision, e.g. one-to-one support, mentoring, etc.

### **SENCO**

- Liaise with Headteacher, Advocates, Head of Inclusion for the Rivers MAT, Leadership Team, Pupil Premium Team, teachers, Teaching Assistants, parents, pupils, external partners and agencies, where necessary;
- Records and tracks the achievement of pupils eligible for the PPG with SEND over the course of their time at the school;
- Ensure monitoring of the quality and impact of intervention and provision.



## **Personal Development and Emotional Wellbeing Leader**

- Records levels of participation by pupils eligible for the PPG in PE and sport based extra-curricular activities.

### **Class teachers**

- Identify and review barriers for the pupils they teach and ensure there are actions/plans to address these barriers;
- Arrange meetings and reviews with parents;
- Work with pupils, parents and senior leaders to plan, implement and monitor the impact of the agreed provision, support and intervention plans for children eligible for Pupil Premium;
- Ensure classroom TAs are fully prepared to assess the progress and learning outcomes for all pupils, including those requiring additional support;
- Take prompt action to inform senior leaders of any areas where a child's progress or performance may be directly – or adversely – affected by social or economic disadvantage;
- Report on attainment, progress and impact of provision at Pupil Progress Meetings and Reviews.

### **Teaching Assistants**

- Monitor attendance of the pupils eligible for the PPG;
- Evaluate against set targets for the pupils;
- Offer nurture groups to identified pupils eligible for the PPG;
- Support the learning inside the classroom or carry out interventions outside the classroom to accelerate the progress of pupils.
- Support children in daily reading.

### **Nurture Team**

- Maintain a record of pupil progress and impact of nurture, and provide feedback to the class teacher;
- Carry out termly Motional assessments in collaboration with class teachers;
- Liaise with external partners and agencies, where appropriate;
- Seek to promote the personal wellbeing of pupils and their involvement in the wider opportunities available through the extended curriculum;
- Work with class teachers, pupils and parents in supporting provision for pupils;
- Capture pupil voice;
- Take prompt action to inform senior leaders of any areas of concern.

### **School Office Manager**

- Monitor delegation of funding for Pupil Premium;
- Provide information on allocation for Pupil Premium funding via the school website and reports to trustees.

### **Support Staff**

- Monitor the attendance of individuals and key groups including pupils who are eligible for the PPG;
- Make contact with parents where necessary;
- Take prompt action to inform senior leaders of any areas of concern.



### **Remissions and financial support for families**

The Rivers MAT review their Charging and Remissions Policy at least annually in order to make effective use of a proportion of the school's PPG allocation to: ensure that children whose families face financial difficulties are not further disadvantaged by being unable to participate as fully as they would wish in school activities; reduce the pressure on hard-pressed families when facing additional school-related costs. Remissions and subsidies can be made available for families whose children have been allocated PPG funding, in some areas.

### **Reporting**

All teaching staff report to the Headteacher and Pupil Premium Champion in respect to the cohorts for whom they are responsible, on:

- the attainment and progress rates of children who meet the PPG and FSM criteria;
- the barriers to learning for each of these children;
- the provision being made to meet needs, and its impact on achievement and wellbeing.

The Headteacher and Pupil Premium Champion reports to MAT and others to whom the school is accountable in respect to whole school outcomes.

The Pupil Premium Champion ensures that a Pupil Premium Strategy is published on the school website and updated annually.

Parents will receive information as to the progress of pupils through Parents' Evenings and End of Year Report to parents as well as informal meetings. Some parents have the opportunity for longer Parent Partnership Meetings.