

Instrumental & Vocal Tuition Subsidy Request Form Academic year - 2023-2024

Quick Guide – for schools and organisations

Subsidy Calculator can be found [here](#). Online subsidy request Form can be found [here](#), to help you before you start the form, please do look at [this](#) so you have the information to hand.

Apply here >>>>



The deadlines to ensure your requests are ready for academic year 2023-2024 are:
3rd July 2023 & 25th September 2023

For schools wishing to claim for pupils who are continuing from previous years support, request received after 30th September cannot be guaranteed.

Information required to complete a request

Information required to submit Subsidy request form:

- Name/s of Associate Provider/s
- Hourly rate of Associate Provider/s
- Instrument taught by the Associate Provider/s
- Number of sessions delivered by Associate Provider/s throughout or remaining academic year
- Number of pupils eligible for each category
- Length of time the pupil has the session for
- How many years of support any continuing pupils have had from the Hub

General eligibility

The tutor MUST be an Associate of Wiltshire Music Connect. This can be found here.

<https://wiltshiremusicconnect.org.uk/directory/>

If a Provider charges more than £40 the subsidy will not increase – it will remain at a max of X% of £40

The tutor must be being paid between £29.80 and £40 an hour. This is not to include a school's admin fee, if there is one.

We suggest an Associate is paid the equivalent of £35.93-£40prhr.

Sessions are not able to be compressed (or doubled up), and we expect the spread to happen over a full academic year. (E.g. 1 session a week)

Requests cannot be retrospective - amendments may be accepted where exact numbers could not be clarified when making the request.

A pupil can only be supported to learn with **ONE** Associate Tutor per academic year, and NOT with a number of tutors in the same or different schools. Should the pupil be learning with a few Associate tutors in the same school, the school must coordinate with the pupil, parent/s and Associate/s on how the funds will be used.

Term 5 and 6 ONLY 2024:

If you are looking to apply for pupils to start learning with an Associate for Term 5 and 6, then all the above terms and condition apply, please visit [this page](#) in early 2024 to find out more.

IMPORTANT: In the event of school closures.

If we agree to subsidise your pupils' tuition, then we expect your school to have plans for and agreements with our Associates to teach pupils online as a backup should further school closures be required. If this is not possible for any reason, you must tell us.

If for some reason subsidised tuition has to be postponed or cancelled and cannot be delivered online, rescheduled / caught up with, we may require that the school(s) return the appropriate portion of that subsidy to us and will suggest that they consider paying the Associate the balance.

Eligibility and Categories

Continued support for pupils already in the 'system'.

- No changes for pupils continuing from previous years – so if a pupil received 70% in Academic Year 22-23 schools can request it again in 23-24. However, this year, we will not be exceeding our caps (see below) and this does include the cost of continuing pupils.
- Schools must get requests in for pupils continuing by end of Sept 2023 to guarantee funding.
- It is important to correctly monitor which will be going into their 2nd, 3rd, 4th, 5th or 6th years of subsidy from the Hub and show this in requests.

Pupils needing support for first time

In line with [our announcement](#), we will no longer be accepting requests from schools for new pupils in the 'other vulnerable' category which historically were eligible for 40% funding. Pupils who are already in the system (Continuers) will be supported.

We will only be able to support **new** Service Family Premium pupils where they are **also** eligible for SEND support, Free School Meals/Pupil Premium, or a Looked After Child.

Pupils who are eligible for other categories are not yet affected this coming year but may see a reduction in funding in subsequent years.

Pupils continuing to receive support (Continuers) from the scheme.

We are committed to supporting pupils already in the system and will be prioritising funding these pupils when considering schools requests for support.

We will also not be exceeding our caps for schools (see below). Therefore, if the number of continuing pupils requested by a school is near or exceeding the cap, then school should expect us to decline any additional requests from them for 'New Starters'. This will include Term 5 and 6 Scheme.

Capping

Whilst we consult and continue to explore further ways of controlling the cost of this scheme, we will not be exceeding the caps for school as outlined below:

Academic year 2023/2024:

- **Primary schools** – any schools requesting support which totals over £2000 will be declined. We will expect schools to prioritise continuing pupils.
- **Secondary Schools** – any schools requesting support which totals over £4000 will be declined. We will expect schools to prioritise continuing pupils.
- **Special Schools** – We will now deal directly with Special Schools to support these schools more widely. Contact us [here](#).

Whilst this will not affect most schools who claim subsidy, some schools do receive funding for large groups of pupils. With these caps in place and us prioritising 'continuing' pupils, please make your school requests with this in mind.

Academic Year 24-25

For academic year 24-25 (and any new subsidies provided in terms 5&6 of AY 23-24), the tuition subsidy scheme may change to a model that:

- Requires schools to register their intention to request subsidies
- Requires schools to provide their own funds as match towards our subsidies
- Divides our available funds proportionately between registered schools based on levels of disadvantage within those schools.
- Recognises the importance of sustaining participation for those who have been subsidised in previous years (continuers).

We're working on details with our Expert Group for Progression and will also convene a focus group with a cross section of schools and Associates currently using the scheme and some who aren't. Any schools likely to see a substantial reduction in available subsidies will be informed in advance.

Please note: Changes to our scheme for AY 24-25 onwards may be affected by the outcome of Arts Council England & DFE's Hub Investment Programme.

Schools' commitment

All schools receiving subsidies for instrumental or vocal tuition and / or First Access subsidies will now be required to engage with Cluster Coordinators, FA Champs, Secondary Champs and any of our wider team. Funding could be withheld until this has been confirmed in some instances.

We also need to emphasise the importance of auditability to schools as we have been given hints by government.

The Hub has a limited budget for tuition subsidy, and therefore once the Hub's allocated funds are used further applications maybe declined from schools.

| | Subsidy | Eligibility – click link to check criteria |
|---|---------|---|
| Pupil Premium (PP) | 70% | Pupil Premium |
| Free School Meals (FSM) | 70% | Free School Meals |
| Special Educational Needs and Disability (SEND) | 70% | Special Educational Needs and Disability code of practice |

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| | | We do not require proof of a pupils SEN/D. If a child has a diagnosis of SEND, this is enough for us. No EHCP is required. |
| Looked After Children (LAC) | 100% (50% from Virtual School is released to the school directly, schools are requesting the remaining 50% from the Hub) | Any child who is in the care of the <u>Wiltshire local authority only</u> , special guardianship or in a children's residential home or child is in custody. We will only subsidise one instrument initially, email us if you intend to apply for more than one. |
| <u>(For Continuing Pupils Only)</u> Vulnerable for other reasons (school based assessment) | 40% | The eligibility of this category is left for your professional judgment. The intention of this category is to avoid pupils slipping through the net; who may be boarder line. Some examples might be: <ul style="list-style-type: none"> • A pupil on a low income, but does not qualify for FSM/PP. • A pupil with high levels of anxiety • A pupil with low self esteem • A pupil who is a young carer |

Hearing back about your request

We will acknowledge receipt of request via email, with a link to amend the request should you need it. This will come from a gmail account which is not checked therefore, do not reply to this email.

Approvals and email feedback are scheduled the week following the deadlines. Should your request be above the capped amount, one of the Hub team will contact you to discuss this ASAP.

After the final deadline, requests are approved on a monthly basis.

Making amendments

You will be emailed with confirmation of your request on completion, should you need any further support, please email Martin Stewart.

Need support with your application – contact:

Martin Stewart – martin.stewart@wiltshiremusicconnect.org.uk

Apply here >>>>>

