



Appendix 2 Frequently Asked Questions (FAQs)

What can the funding be used for?

1. **Supporting schools to open up to the community**, this could include purchasing booking systems, short term staffing, additional equipment, improving security to the facility to ensure it can open.
2. **Help schools with their own pool on site to safely re-open** – this can include purchasing water testing kits and plant servicing following guidance from Swim England. The funding should be used to restart and extend the opportunities for children and young people to participate in swimming activities. Swim England will also be offering advice and guidance on pop up pools in the near future.
3. **Purchase additional sports, activity, and storage equipment (non-fixed items only)**. You may require additional sports, activity and storage equipment to be able to run activities.
4. **To improve the accessibility of school sports facilities**, especially for pupils with **Special Educational Needs and Disabilities (SEND)**. This could include buying adaptive sports equipment.
5. Where relevant provide funding for **additional short-term staffing challenges** which prevent schools from opening facilities or delivering sessions.
6. **Providing CPD opportunities for staff** to either create sustainable business models or provide training to staff to deliver new activities.
7. **Develop existing websites** including purchasing of booking systems and marketing/advertising of new activities.

What is the difference between the pre delivery and post-delivery grant to schools?

The pre delivery grant will pay for everything which is required before you deliver e.g. equipment, storage facilities, CPD, admin costs.

The post-delivery grant will pay for anything that ran during the activity e.g. coaches & staff, cleaning costs etc

It depends on its purpose:

*If a booking system is purchased before project delivery to help attract participation, then it would be a pre-delivery cost.

*If CPD is offered as part of a delivery package alongside coaches (i.e shadow coaching) then this can be classed as a delivery cost

Both payments will be awarded in arrears once invoices have been uploaded onto Smartsheet by your Active Partnership.

Are FE colleges and sixth forms eligible for funding?

No. The remit for this funding is purely schools.



Are independent schools eligible for funding?

Independent schools are not eligible to receive funding as the DfE have specified that this funding is for state schools. However, if there is an independent school which has a facility e.g. a school pool which is extensively used by local schools for school swimming (and without some funding may not be able to open to provide this facility) funding could go towards hiring their pool for 'top up' swimming for secondary students.

What is the deadline for spending this funding?

Funding for Year 2 must be **spent or committed by 4th December 2023**.

Any delivery taking place after this date up until March 31st 2024, you will need to claim your grant in advance of this delivery. The school can hold the funds and pay any costs to providers once the delivery has taken place.

Is there a deadline to apply for funding?

In Year 2 of the programme we will be taking a solicited approach for applications from our [place based schools](#) (or those with an IDACI score of 1-4), special schools and schools with swimming pools. If you feel you meet these criteria and aren't already engaged in the programme please contact CYP@wesport.org.uk.

How will money be distributed to schools?

Schools will be paid directly by the AP National Team following the submission of a [Funding Reclaim Form](#) to Wesport, supported with evidence of **NET ONLY** spend for pre delivery and post-delivery spend. Once this process has been completed, Wesport will upload your documents to the national team who will process two payment runs per month to schools, following claim submission and payment from DfE. Schools will be paid between 10 and 30 working days from the end of the month that the claim was submitted. Schools do not need to raise an invoice to be reimbursed as it is a grant system. We just need to see evidence of your expenses. Schools can claim back VAT in their usual way.

How do we evidence spend?

Anything that demonstrates the money has already been spent:

- Invoices
- Time sheets
- Expenses claim forms
- Payslips

*If an invoice you've received shows GROSS cost only. Please print it off and write on the NET costs before sending them to us.



Do schools have to complete the [Active Lives Young People Survey](#)?

As part of this funded programme all schools will be asked to collect data on the physical activity attitudes/ behaviours and wellbeing of their pupils. You will be expected to take part in Year 2 and/or Year 3 of the programme. Year 1 funded schools will be signed up to take part in Terms 1-2 of 23-24 academic year.

What reporting will schools be required to do?

Schools who receive funding will be required to provide the following information:

- Number and range of activities offered
- Number of sessions
- Length of sessions
- Capacity (number of spaces offered)
- Take up (for both school pupils and community users)
- Hours facilities are open
- How funding has been utilised
- Spending breakdown
- Examples of what works / doesn't work – barriers and challenges

Can we work with schools which already open up their facilities and those who took part in phase 1 or 2?

Yes, if funding can help a school to further extend their existing community use.

Is the focus on after school provision or opening school facilities?

Aside from swimming, the aim of the programme is to open school facilities outside of the normal school hours – after school, at evenings, weekends and during the school holiday.

Is there support for schools to work with community providers?

Wesport can support schools to liaise with local sport and community providers as well as National Governing Bodies of Sport to ensure that they have access to a high quality and varied offer of sport and physical activity opportunities, which meets the needs of their pupils, including the least active. This could include making links between schools to maximise use of affordable facilities across the local area.

Can we work with consultants?

Yes. Priority should be given to your existing network of staff and local partners, as it is important that existing relationships with schools exist. Another factor to consider is that consultants can be costly, so there may be a question of value for money and sustainability. Where there are gaps in



expertise (for example, facility development/improvement consultants, to enable schools to open their facilities to the community), consultants can be used, but only if sustainability measures can be identified.

Can the money be used to pay for sports coaches, teachers and teaching assistants to deliver activities?

You can use this money to pay sports coaches and sports leaders. You **cannot** use the money to pay teachers. Teaching assistants can be paid provided they are running a session when they are not being paid to work. Ideally the schools will connect with local providers and or National Governing Bodies to ensure the sessions are sustainable and there are pathways in place, should the young people want to continue to develop and remain active in the activity/sport.

Can the money be used to pay for transport to support children's transportation from rural areas?

No. Paying of transportation costs is not in the scope of this funding as payment of transportation costs would not directly open school facilities. Transport to swimming for 'top up swimming' if there are no other options (no other sources of funding) is permitted. As is transport for SEND pupils accessing after school clubs.

Can the funding be used to take pupils offsite to use the facilities at a nearby facility such as a leisure centre?

With the exception of secondary school swimming, no, this funding is for opening facilities on school sites.

Can the funding be used to re-open swimming pools on school sites?

Yes, we expect that funding will be used to help support schools to re-open their swimming pools and this a priority area.

Can this funding be used to enhance the Holiday Activities & Food initiative offer or is this double funding?

If a school was accessing this funding and targeting the same pupils it would be double funding and not eligible. You can use OSF funding to run a programme alongside HAF if you are targeting new pupils.

We are a dual use/PFI school. Can we apply for funding?

Yes, you can use funds to pay for facility hire from the company who manage your facilities out of school hours.



Can the funding be used for large scale capital building works?

No, capital building works are not eligible, including resurfacing, new playgrounds or improvements to sports facilities.

Can the funding be used to cover loss of revenue because of facilities being closed during the period of restrictions?

No, these costs are not eligible items of expenditure.

Can we charge for the activities?

Yes, you can charge for community hire and pay and play etc. If the proposed charge is for after school provision, you will need to demonstrate that this is not a barrier to the target audience (FSM, SEND, inactive young people) participating and that the income is to enhance and extend the provision (sustainability).

Can I have more than one application per school?

No **but** you can apply for funding to provide more than one activity (e.g. an after school or community 'programme', rather than just one after school club) and more than one of the target audiences (FSM, SEND and inactive young people – as defined above).

Can anyone else other than schools apply for funding?

No, only schools will be able to apply for funding. Multi Academy Trust's, coaches, clubs, community groups etc. may want to support schools with their applications, however only schools can apply and receive funding. Schools can then utilise funding to bring in support to deliver after school provision, manage facilities etc.

Is funding available for future years?

The programme is for 3 years and schools engaging in Year 1 will receive funding each year, for 3 years subject to progression and success of the project.

Does the amount of funding remain the same for each of the 3 years?

No. Schools will be required to submit an Information and Delivery Plan in their first year with an agreed budget. This will be reviewed and updated for Years 2 & 3 and further funding will only be approved pending the progression and success of the project.

What are throughput numbers?

DfE have requested we monitor participation numbers for each school across the West of England.

'Throughput' is the total number of participant attendances.

i.e if 10 children attend 12 weeks of one session a week: $10 \times 12 = \underline{120 \text{ participants}}$



How do I find the IDACI band for my school?

Based on YST data we have done some work to look at **school IDACI** scores vs **pupil location IDACI** scores. Please use the below link to look at Columns G and I (highlighted yellow) and insert both scores into Section 1, row 4 of the Delivery Plan form.

<https://www.wesport.org.uk/custom-content/uploads/2023/04/Pupil-Location-IMD-IDACI-Summary-Wesport.xlsx>

Can we continue to develop our plans and add additional activity and costs after we submit an application in Year 1?

Yes, we will continue to work with successful schools to develop their delivery plans. In years 2 + 3 of the programme we will require schools to submit additional delivery plans to obtain further funding.

Further question and queries?

If you have any additional questions or queries about the programme, or if you wish to discuss your project prior to applying, please contact CYP@wesport.org.uk for more details or call 0117 328 6250.