

Policy and Procedures for ALS (Additional Learner Support, ALN (Additional Learning Needs)

& ASN(Additional Social Needs)

Introduction

Skills funding agency provides colleges, local authorities, training organisations and voluntary organisations (providers) with further detailed information on the arrangements for Learning Support, as part of the Adult Skills Budget (ASB)

It provides information on:

The scope of the fund and how it works, including allocations, claiming, performance reviews and assurance requirements

How Exceptional Learning Support embraces all eligible learners requiring in excess of £19,000 support funding

The ‘Funding Rules sets out the arrangements for Learning Support.

This fund now forms an integral part of a provider’s ASB, they bring together and simplify the different approaches and systems used for classroom, workplace and Apprenticeships.

Reduce bureaucracy.

Simplify learner eligibility.

Provide clear and simple funding rules.

Provide consistent assurance of funds.

The National Audit Office (NAO) also highlighted the need to introduce additional assurance for Learning Support. The new arrangements provide a balance between simplification, practicality and the need to meet the NAO’s request.

Additional Learning Support (ALS), Additional Learning Needs (ALN) and Additional Social Needs (ASN) support is part of the ASB for all providers.

And introduce a new, wide-ranging definition that replaces the criteria list previously used to ensure a learner was eligible for support funding cover the ongoing costs for providing ‘in learning’ support to all eligible adult learners with an identified learning difficulty and/or disability (LDD), including those on an Apprenticeship or Traineeship are available to all providers with an ASB, to help any eligible learner who has an identified support need to achieve their learning goals.

It introduces a single approach across all providers for claiming support costs by introducing a monthly fixed rate of £150

And continues to provide funding for providers to meet the costs of reasonable adjustments, as set out in the Equality Act 2010

 In summary, learning support is available to all providers, with an ASB, to help any eligible learner who has an identified learning difficulty or disability, or both, to achieve their learning goals, regardless of the learner’s background and relative disadvantage.

Learning Support enables providers to work flexibly and provide support activity to meet the learning needs of their individual learners. This allows these learners to achieve their learning goal and maximise their potential.

Policy

Learning Support provides funding for Oxford Energy Academy to meet the costs of reasonable adjustments as set out in the Equality Act 2010.

The simpler approach for Learning Support, has removed the criteria list and associated evidence requirements, simplified Funding Rules, whilst ensuring protection of public funds.

To access support Oxford Energy Academy:

Must identify on the Individualised Learner Record (ILR) where a learner has a learning need associated with an identified learning aim, in exceptional circumstances, for learners with support needs costing in excess of the monthly fixed rate (£150), Oxford Energy Academy can claim for excess Learning Support costs through the EAS, supported by the appropriate evidence.

Oxford Energy Academy will receive payment monthly in arrears based on data submitted through the ILR and should apply to all Apprenticeships (including 16 to 18) workplace, and classroom provision.

To access support funding Oxford Energy Academy will receive funding as part of the profile payments for ASB provision and must use the ILR to identify that a learner has Learning Support needs, which will generate earnings against the ASB for the duration that Oxford Energy Academy provide Learning Support.

Oxford Energy Academy can claim and receive payment for their 16 to 18 Apprenticeship Learning Support as ‘contract’ providers and can claim for excess Learning Support costs through the Earning Adjustment System, supported by appropriate evidence for learners with support needs costing in excess of the monthly fixed rate

But must submit funding claims at mid-year, year-end and final-year to cover the excess/Exceptional Learning Support costs recorded through the ILR. Note that funding agencies will use mid-year claims to review any in-year changes (increases and decreases)

Oxford Energy Academy will have their ASB (including Learning Support) reviewed as part of the quarterly performance management process. The funding agencies will review Oxford Energy Academy Learning Support funding as part of the ASB claim process.

 For the first time Learning Support will be subject to year-end adjustment. Where Oxford Energy Academy does not deliver the total value of their ASB, Oxford Energy Academy will be subject to any associated ‘claw back’ of funds.

Evidence requirements

Oxford Energy Academy will adopt the contract provider approach across their ASB delivery. Oxford Energy Academy will look to see evidence that claims for Learning Support through the ILR are supported by an assessment undertaken by Oxford Energy Academy, that there is a planned programme of additional support, and that there is evidence of a planned programme of additional support included in the learner’s learning agreement.

Where Oxford Energy Academy claim excess Learning Support above the fixed monthly rate, the funding agencies will consider these against costs within the sector.

Oxford Energy Academy are required to record appropriate evidence to support the excess amounts Oxford Energy Academy claim, the current evidence requirements will remain in place and will cover Apprenticeship, other workplace and classroom support. 16-to-18 Apprenticeships will also operate in the same way as contract providers.

When the duration of learning is less than one month, or the learner is not in learning on the last day of the month, Oxford Energy Academy must claim this as excess Learning Support through the EAS. These evidence requirements are the same as any other excess Learning Support claimed through the EAS.

The Funding agencies reserve the right to review providers that record a large increase in Learning Support use, as they would not expect significantly increases for Learning Support funding use as part of the ASB.

 Exceptional Learning Support.

 Learners that may require support costs more than £19,000 are individuals with significant support needs.

 There will be other agencies involved in their care and support.

Exceptional Learning Support was previously only available for learners aged 25 and over, studying at Oxford Energy Academy.

The Skills Funding Agencies will retain the current grant-funded provider approach to Exceptional Learning Support for learners requiring this funding. The Skills Funding Agencies hold a central budget for this funding, which requires approval on an individual learner basis.

The latest changes, which include:

Contract providers, who now follow the same process as grant providers

 Self-declared learners with LDD (Learning Difficulties and Disabilities),aged 19 to 24 not subject to a Learning Difficulty Assessment (LDA) or Education, Health and Care (EHC) plan

Apprentices of all ages

Loans Bursary, Previously known as Exceptional Additional Learning Support.

The Skills Funding Agencies would expect learners aged 19 to 24 years of age to have an LDA or EHC plan provided by their local authority, unless they are undertaking an Apprenticeship.

The Loans Bursary Fund helps loans funded learners such as those with learning difficulties or disabilities, parents who need help with childcare, and ex-military personnel.

Oxford Energy Academy Ltd