

Holy Trinity CE Primary School
Notes for the 2025/26 Budget Submission

Funding

- Funding is based on a formula set by the Local Authority and is based on 208 pupils.
- We have a deficit of £29,032 this year, which is significantly lower than we had anticipated.

Expenditure

- Teaching Staff costs are higher this year and include a 4% pay award plus annual incremental award.
- Support Staff costs are slightly lower this year. We have also included a 4% pay award.
- Increase in energy costs, this is an estimate as it we were unable to use the new boiler for most of last winter.
- Most other costs are relatively flat or are controlled out of the borough.
- The headteacher has confirmed that the expenditure is focussed around the school development plan.

I request your approval of the deficit budget based on the assumptions and summary above.

To follow, you will be receiving Deficit Recovery Plan documents that need to be approved and signed by the Governing Board and submitted to RBWM by 31/05/25. You will receive these documents by 23/05/25 via email.

Funding Detail

Income is largely fixed by the government and borough through pupil numbers and school demographics. There is a significant amount of detail behind the funding formulas so this document will highlight areas of changes and their impact. The funding for this year is based on 208 pupils.

Formula Funding: Although the funding received per child has increased from £3,766.00 to £4,073.11, this figure does include grants received previous years.

Other income: Included are the rental for the school cottage and income from school trips (these trip costs are netted off in the expenses section). We have included a parent donation.

As with previous year I will reiterate that going forward this must be a key area for the school to focus energy on. With the continued increase in expenses and uncertainty about funding the school must identify ways to utilise the facilities to generate additional revenue.

Brought Forward: This year our deficit is £29,032 significantly lower than anticipated this time last year. This has been achieved through redundancies and close monitoring of the budget.

Expenditure Detail

Staffing

Expenditure is dominated by staffing related costs. As mentioned previously our approach to staffing, staff replacement and staff cover have a significant impact on our finances. Detailed staff assumptions can be found at the end of this document.

Teaching Staff: We have been advised to allow for a 4% pay increase for teaching staff from September and have included performance increases in our assumptions. This also includes the increase in national insurance contributions (schools have received a grant to cover part of the increase). It is still our aim to replace teachers leaving the school with teachers paid on a lower pay scale whilst still maintain the quality of teaching.

Supply Staff: It is hoped to cover supply in house as much as possible.

Educational Support Staff, Premises Staff, Admin and Lunchtime Controller: We have been advised to allow for a 4% pay increase for support staff from April. This is lower than previous years as we have not replaced staff who have left.

Indirect Employee Exp: A considerable decrease from last year as last year's figures includes all payments relating to the redundancies.

Training: Predicted slight decrease on last year.

Insurance: Provided by the borough as a set amount.

Premises

Building Maintenance: Last year's figures included the cost of the running track so this year's figures are lower.

Ground Maintenance: Slight increase.

Cleaning and Caretaking: Very slight increase.

Other Occupation Costs: Refuse collection and borough costs for insurance and premises insurance.

Supplies & Services

Curriculum: Decreased from last year.

ICT: Increased to include the cost of the internet plus filtering and monitoring.

Admin: Covers all administration stationery, telephone, staff catering supplies, lease of photocopier, staff teaching resources.

Insurance: Borough insurance for school trips and off site visits.

Catering Supplies: Increased from last year which includes the extra meal costs.

RBWM Curriculum Bought In Services: Slight decrease from last year.

RBWM Other Bought In Services: Essential services bought from the borough such as payroll, bursar support, ICT and governor support which has decreased slightly this year.

Contingency: We have not planned for a contingency as we are predicting the need of a licensed deficit loan.

Teaching Staff Assumptions – (at rates in line with Pay Panel Minutes)

1 full time Head Teacher leadership scale 21.

1 Assistant Headteacher paid on leadership scale 6 for 2 terms and leadership scale 7 for 4 terms.

1 Assistant Headteacher paid on leadership scale 3 for 2 terms and leadership scale 4 for 4 terms.

1 full time teachers paid on upper pay scale 3 for 6 terms.

1 full time teacher paid on upper pay scale 3 for 2 terms hours reducing to 0.8 for 4 terms.

1 full time teacher paid on main scale 4 for 2 terms and main scale 5 for 4 terms.

1 part time teacher 0.6 paid on main scale 6.

1 part time teacher 0.4 paid on upper pay scale 3.

1 part time teacher 0.7 paid on upper pay scale 1 for 2 terms and upper pay scale 2 for 4 terms.

1 part time teacher 0.7 paid on main scale 6.

1 part time teacher 0.2 paid on main scale 6.

1 part time teacher 0.3 paid on main scale 5 for 2 terms and main scale 6 for 4 terms.

1 part time teacher 0.3 paid on upper pay scale 1 for 4 terms.

Support Staff Assumptions – (at rates in line with Pay Panel Minutes)

Teaching Assistants cover 213.50 hours per week.

Lunchtime Controllers cover 5 hours per week.

School Secretary works 35 hours per week.

School Bursar works 20 hours per week.

Caretaker/cleaner works 37 hours per week.

Clerk to Governors

2024-25 Budget (April YE)

		2023-24 Final Outturn	2024-25 Final Outturn	2025-26 Budget
Funding				
Formula funding		950,482	982,902	1,059,127
Pupil Premium		27,220	25,974	28,265
High Needs Top Up		41,102	30,353	41,000
Catch-Up Funding		4,939	1,646	
Sports Grant		17,931	17,810	17,790
UIFSM		40,249	35,051	43,217
MSAG/CSBG/Grant		33,330	24,575	
Teachers		10,053	16,687	
Pay/Pension Grant			20,427	
Nat Ins Grant				20,672
Other income		79,331	114,721	69,398
Brought Forward		38,467	5,560	-29,032
Total funding		1,243,104	1,296,538	1,250,437
Expenditure				
Staffing costs				
teaching staff	E01	578,254	646,015	680,486
supply staff	E02	2,600	1,400	
education support staff	E03	293,487	225,861	220,055
premises staff	E04	34,300	36,758	39,110
admin	E05	62,340	68,099	71,502
lunchtime controllers	E07	6,380	5,861	4,329
		977,361	983,994	1,015,462
indirect employee exp	E08	1,109	30,751	550
training	E09	5,393	2,427	4,000
insurance	E10 + E11	5,794	6,085	6,085
sub total		989,657	1,023,257	1,026,097
Premises				
building maintenance	E12	25,872	61,234	25,700
grounds maintenance	E13	8,083	7,753	10,000
cleaning & caretaking	E14	3,333	3,414	3,450
water & sewerage	E15	355	583	1,000
energy	E16	19,684	14,875	18,000
other occupation costs	E18	1,506	5,839	2,734
sub total		58,833	93,698	60,884
Supplies and services				
curriculum	E19	69,802	69,248	62,000
ICT	E20	24,416	22,347	26,085
admin	E22	8,370	7,819	7,213
other insurance	E23	6,714	5,869	7,563
catering supplies	E25	42,559	46,720	55,217
curriculum bought in	E27	14,186	13,429	12,965
other bought in	E28	22,870	22,411	20,163
Predicted c/forward	B102	0	0	
sub total		188,917	187,963	191,206
Total expenditure	B	1,237,407	1,304,918	1,278,187
Year end C/forward	A-B	5,697	-29,032	-27,750

