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FS4S
Business Services
For Schools

News 4 Schools –May 2020



FS4S News

At the time of writing we are following the Government advice and working from home – and working our normal hours - so please do feel free to contact us by phone or e-mail if you have any queries. This is how you can contact us:

Payroll queries payroll@fs4s.co.uk
HR queries hr@fs4s.co.uk

You are welcome to call us on our work mobile numbers - we look forward to hearing from you!

Payroll Service - Information for May and June Salaries

Schools will be partially closed for May pay deadlines and it is possible that this will still be the case for June pay deadlines. If so, our intention is to pay May and June salaries using the information that we have received but please, if you can, let us know of leavers or unpaid leave so that we can prevent any overpayments.

In the event of no information received, a flat month's pay will be processed for employees unless we are advised otherwise by means of an email instruction.

A reminder - the Unaudited EOYC's need to be uploaded to the Teachers' Pensions portal by 31st May, so please ensure that you send us the email, stating their contribution amount from Teachers' Pension as soon as possible to enable us to complete the EOYC.

Payroll Service - Pension Scheme Audits

Please remember to let us know your pension audit dates once they are known so we can ensure we respond swiftly to any audit queries that may arise.

Latest Government advice for schools

No doubt you are spending a lot of time checking government advice and here is a link for you to obtain the latest updates. Maintained schools – don't be put off by the reference to academies, the ESFA updates apply to all schools:

<https://www.gov.uk/government/publications/esfa-update-6-may-2020/esfa-update-academies-6-may-2020>

New Rates for Pupil Premium

The Government has published new rates for Pupil Premium commencing April 2020:

Schools get £1,320 for every primary age pupil, or £935 for every secondary age pupil, who claims free school meals, or who has claimed free school meals in the last 6 years.

From April 2020 the new rates will be:

- £1,345 per primary-aged pupil
- £955 per secondary-aged pupil

Schools get £2,300 for every pupil who has left local authority care through adoption, a special guardianship order or child arrangements order.

- Local authorities get the same amount for each child they are looking after; they must work with the school to decide how the money is used to support the child's Personal Education Plan.
- From April 2020, the new rate will be £2,345 per eligible pupil.

Schools receive funding for every pupil with a parent who:

- is serving in HM Forces
- has retired on a pension from the Ministry of Defence

This funding is to help with pastoral support.

From April 2020 the new service premium rate will be £310 per head.

Don't Forget To Send In Your Returns

LA Schools: Please ensure that you send in the following returns to the Local Authority:

- ✓ VAT Submittal Report for April

Academies: Please ensure that transactions to 30th April are complete in readiness for month end:

- ✓ VAT Online Submittal Report for April (where the Academy is VAT registered)
 - ✓ VAT form 126 with full report (where the Academy is not VAT registered)
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Employment Allowance for tax year 2020-2021 – Applies to Academies Only

"Amendments have been made to the Employment Allowance from tax year 2020-2021 which mean that employers will now be able to claim up to £4,000 a year off their National Insurance (NI) contributions, as opposed to the previous maximum of £3,000.

The number of employers eligible to claim will be impacted as, from 6 April 2020, businesses and charities may only claim if their employers' Class 1 NI liabilities were below £100,000 in the previous tax year.

Originally, where employers were entitled to the Employment Allowance, their claim would automatically renew each tax year, but from 6 April 2020, employers will need to make a new claim each tax year."

Academies, please check when budgeting that the Employment Allowance continues to apply to you.