

FOI Response Document

**FOI08401**

Thank you for your request under the Freedom of Information Act 2000 about ***Education - Mutual Scheme*** received on ***16th May 2016***.

**Could we please ask you to provide the following to us for each 1st April to 31st march year going back five years?**

1. **Your not-for-profit mutual scheme operated for schools to help them protect against the cost of staff sickness.**
2. **The name and postcode of each school and/or academy participating.**
3. **The amount in £s that that school contributed to the scheme at the start of the scheme year.**
4. **The amount in £s that that school received back from the scheme during the course of the scheme year.**
5. **The amount in £s that that school was either charged as a clawback or given as a rebate at the end of the scheme year.**
6. **Scheme rules or guidelines (including confirmation of whether schools are allowed to continue participating should they become an academy).**
7. **The cover each school elected to have, by way of:**
8. **Staff category**
9. **Total number of staff and total FTE per staff category**
10. **Excess period per staff category**
11. **Daily benefit per staff category.**
12. **Your not-for-profit mutual scheme operated for schools to help them protect against the cost of maternity leave.**
13. **The name and postcode of each school and/or academy participating.**
14. **The amount in £s that that school contributed to the scheme at the start of the scheme year.**
15. **The amount in £s that that school received back from the scheme during the course of the scheme year.**
16. **The amount in £s that that school was either charged as a clawback or given as a rebate at the end of the scheme year.**
17. **Scheme rules or guidelines (including confirmation of whether schools are allowed to continue participating should they become an academy).**
18. **The cover each school elected to have, by way of:**
19. **Staff category**
20. **Total number of staff and total FTE per staff category**
21. **Excess period per staff category**
22. **Daily benefit per staff category.**

We have considered your request and enclose the following information:

A & B are the same scheme within the City of Cardiff Council therefore one set of data has been provided.

2016/17 – Current financial year – data is not available at this time. This will become available at the end of the financial year.

School contact details are published on our website and therefore under section 21 of the Freedom of Information Act 2000 we will not be providing this data. The details can be obtained via the following link:

<https://www.cardiff.gov.uk/ENG/resident/Schools-and-learning/Schools/Cardiff-schools/Pages/default.aspx#contact>

Please see the following attachments:

1. Mutual Supply Fund FTE
2. Mutual Supply Fund
3. Mutual Supply Fund T&C’s

6.

1. For 11/12 and 12/13 all schools covered all staff because this was the only option.

For 13/14 the following schools only opted to cover Teachers and TAs:

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| * Albany Primary School |
| * Christ The King R.C. Primary School |
| * Lakeside Primary School |
| * Llanishen Fach Primary School |
| * Meadowlane Primary School |
| * St Cuthbert's R.C. Primary School |
| * Ysgol Gymraeg Treganna |

For 14/15 the following schools only opted to cover Teachers and TAs:

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| * Adamsdown Primary School |
| * Christ The King R.C. Primary School |
| * Lakeside Primary School |
| * Bryn Celyn Primary School |
| * Hywel Dda Primary School |
| * Lansdowne Primary School |
| * Meadowlane Primary School |
| * Millbank Primary School |
| * Radyr Primary School |
| * St Alban's R.C. Primary School |

For 15/16 the following schools only opted to cover Teachers and TAs:

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| * Albany Primary School |
| * Lakeside Primary School |
| * Hywel Dda Primary School |
| * Lansdowne Primary School |
| * Llysfaen Primary School |
| * Millbank Primary School |
| * Radyr Primary School |
| * Springwood Primary School |
| * St Francis R.C. Primary School |
| * St Monica's C.W. Primary School |

All other schools either had no option or they opted to cover all staff.

1. Staff FTEs were not considered in 11/12 and 12/13. See “MSF 11-12 to 15-16” for FTEs for 13/14, 14/15 and 15/16.
2. Excess period (in days) for sickness and suspensions is generally 10 working days. Nursery schools and Special Resources Bases (SRBs) are covered from day one. Maternities for all schools are covered from day 1.
3. There is no fixed amount for cover per day. The fund will support a school based on the cover the basis of actual costs.

If you have any queries or concerns, please do not hesitate to contact us.

Please remember to quote the reference number above in any future communications.