



Hub Funding Claims Guidance and Hub Action Plan

Purpose

Challenge Partners' local hubs of collaboration provide a unique opportunity for local/regional schools to pool resources and work together outside of their immediate networks. Hub Funding is provided by Challenge Partners to enable hubs to finance activities and programmes that will support hub schools with their school improvement priorities.

Guidance

Hub Funding must be used towards activities that improve the quality of teaching and learning and/or leadership in schools in the hub, whilst complying with the [Challenge Partners Safeguarding Policy](#) and [Code of Conduct](#) (found on the Partners Area of the website). Funding may be used to cover the costs of external suppliers, speakers or providers and any expenses incurred (by providers or delegates), but cannot be used to incentivise schools for staff participation. The Senior Partner and Hub Manager must set out planned activities in a Hub Action Plan, clearly showing the intended cost and desired impact. We ask that you consult with all schools in developing your Hub Action Plan and that you are quorate when signing off the Hub Action Plan before it is submitted to Challenge Partners.

Deadlines

All hubs must have at least a draft of their Hub Action Plan submitted by 31st October. We then expect all hubs to have submitted their final Hub Action Plans by the time of our first System Leaders Conference on 14th November. As a reminder, we ask that Hub Action Plans are agreed with all schools in the hub before submission.

Support Available

Hub Managers are strongly encouraged to collaborate with other Hub Managers across the network when planning hub activities, to pool ideas and share common themes. Hub Managers are expected to work with each other through attendance at virtual Hub Manager Network sessions, and through the Hub Buddy Scheme for new Hub Managers. If Hub Managers are unable to attend Hub Manager Network sessions, please send a replacement from the hub.

Hub Funding

- The amount of hub funding a hub receives is a calculated number, based on the number of pupils at the schools within the hub. For each pupil at a school above 427 pupils, £3.00 of the per pupil fee comes back to the hub, up to £2,361.60 maximum (Because we cap our fees to schools, we also need to cap hub funds).
- We promise a minimum amount of hub funding to hubs with 5 or more schools, and this is calculated at £250 per school. For example, if you were a hub of 8 schools we would promise a minimum amount of hub funding at £2,000 for the hub, if the amount calculated by the formula is less than this.



Hub Name	Aspire Hub
Hub Manager Names	Emma Ford (Primary) Simon Goodwin (Secondary)
Allocated Hub Funding	£3,887.77 carry forward from 2023/24 £34, 704.70 - 2024/2025 Hub Funding Total funding available = £38,589.77
Hub Meeting Dates	Spring 1: January 20 th (face to face conference) Spring 2: Wednesday 26 th March (remote 1.00-3.00pm) Summer 1: Tuesday 20 th May (face to face, venue TBC, all day) Autumn 1: Wednesday 20 th September 2024 (all day, venue TBC)

- *Hub Meeting dates must be submitted before Hub funding can be released.
- ✓ As Hub Manager, I confirm I have consulted with all schools in the hub. All schools are happy with the activities proposed in this Hub Action Plan.
 - ✓ As Hub Manager, I confirm that our hub activities are compliant with the [Challenge Partners Safeguarding Policy](#) and [Code of Conduct](#), and that any partners the hub are procuring services from are upholding good standards of safeguarding.
 - ✓ As Hub Manager I am happy to share our Hub Action Plan with other Challenge Partner hubs.

Strategic Intentions

Hub Priorities <i>Why this is a priority for the hub</i>	Activity Proposed & Date(s) Set	Activity Cost <i>hub allocated funding</i>	Schools in Hub Eligible for Participate	Impact Expected <i>What does good look like?</i>	Can other hubs join?
Leadership at All Levels					
<ul style="list-style-type: none"> Primary & Secondary Hub Manager and Admin Teams 	Ongoing	£4000 x 2 £2000 x 1	None	<ul style="list-style-type: none"> Hub functions delivered in line with partner expectations 	N
<ul style="list-style-type: none"> Developing a culture of coaching – leadership at all levels 	<ul style="list-style-type: none"> OLEVI: The Power of Coaching Programme OLEVI: The Advanced Power of Coaching Programme 	£3500 (18) £6500 (15)	All	<ul style="list-style-type: none"> Leaders are accredited as OLEVI Coaches through the POC programme. Leaders gain the knowledge, skills and understanding of how to develop a resilient school-culture through coaching Leaders are able to apply the OLEVI principles of coaching within their own setting to further empower colleagues 	N
<ul style="list-style-type: none"> Facilitate the sharing of best practice in school improvement across the Hub by developing a directory of good practice and facilitate school to school collaboration <i>The growth of the Hub gives us considerable additional opportunity for collaboration</i> 	<ul style="list-style-type: none"> Hub Managers meet with Heads after QAR Hub Managers build Aspire Directory of Good Practice Hub meetings showcase school strengths (marketplace) 	£0	All	<ul style="list-style-type: none"> All schools will have the opportunity to identify Aspire Hub schools with knowledge and capacity to support them in on areas of priority in their SIP. All schools should participate in the information sharing 	Y (self-funded)
<ul style="list-style-type: none"> Sharing Leading Practice Events, hosted by schools identified in QAR <i>Some school strengths match up to other schools areas for development</i> 	<ul style="list-style-type: none"> 3 Secondaries and 10 Primaries with accredited AOE. Events publicised through newsletter. 	£100 per school + refreshment costs	All	<ul style="list-style-type: none"> All schools will have had opportunity to visit schools within the Hub with QAR accredited AOE to learn from best practice. All schools should attend at least one event 	

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SEND					
<ul style="list-style-type: none"> Continue to develop links with the Ashfield Special Hub to support Aspire Schools <i>We now have many more members who can benefit from this</i> 	Building on the work done in 2023-24 with focus on: <ul style="list-style-type: none"> Adaptive teaching KS3 curriculum Complex needs in mainstream Areas of need identified by schools 	£3000	All	<ul style="list-style-type: none"> Leaders and SENDCOs will develop knowledge and expertise in meeting high-level SEND needs within mainstream setting Expert knowledge will develop SENDCOs capacity further in meeting increasing demands – building confidence through evidence informed practice and strategies to explore in their own settings 	Y (self-funded)
<ul style="list-style-type: none"> Provide access to expert support and guidance on identified SEND issues <i>Every member school identified this as an area of need</i> 	<ul style="list-style-type: none"> Sharing Leading Practice events will include SEND The Directory will identify SEND bet practice to share Aspire Hub conference will showcase expert guest speakers 	£3500		<ul style="list-style-type: none"> Opportunities to visit SEND specialist settings will enable Leaders to consider enabling environments for SEND children and allow them to apply these principles in their own context accordingly 	Y (self-funded)



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Engagement					
<ul style="list-style-type: none"> • Provide access to expert support and guidance on strategies to increase pupil and parent engagement • Provide leading practice examples of community, family and parental engagement from CP • <i>Every member school identified this as an area of need</i> 	<ul style="list-style-type: none"> • Aspire Directory will identify 'engagement' best practice to share • CP Directory will identify Engagement best practice to share across wider hub network • The Aspire Hub conference will showcase expert guest speakers and/or best practice nationally 	£2000	All	<ul style="list-style-type: none"> • Examples of impactful engagement strategies will have been shared across the Hub • Opportunities to visit schools where these strategies are in use 	Y (self-funded)



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Technology					
<ul style="list-style-type: none"> • Policy – what do schools need to know about AI in order to develop robust policy and practice in 2025 • How can AI support staff workload, focussing on assessment and feedback 	<ul style="list-style-type: none"> • Half-termly newsletter will signpost schools to guidance and best practice. • Aspire Hub conference will showcase expert 	£3500	All	<ul style="list-style-type: none"> • Leaders will be sufficiently well informed to establish policy and practice in the use of AI. • Evidence of the impact of AI in reducing teacher workload will have been shared. 	Y (self-funded)

<ul style="list-style-type: none"> Member schools identified this as an area that is not supported by other networks and organisations that they belong to 	<ul style="list-style-type: none"> guest speakers and/or best practice nationally Funded AI training for all sector schools 			<ul style="list-style-type: none"> Schools will have had the opportunity to consider practical strategies and resources to support teacher workload 	
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Funding overview

INCOME	
Carried Forward 2023/2024	£3,887.77
Hub Funding 2023/2024	£34,704.70
TOTAL	£38,589.77
FUNDING ALLOCATION	
Leadership At All Levels	
Staffing (Hub Managers and Admin support)	£10,000
OLEVI - Power of Coaching – 15+ places	£3,500.00
OLEVI - Advanced Power of Coaching – 15+ Places	£6,500.00
Sharing Leading Practice events	Approx £1,300
TOTAL	£21,300
SEND	
Links with Ashfield Hub	£3000
Speakers and resources	£3500
Hub Operations & Admin	
TOTAL	£6,500
Engagement	
	£2000
Technology	
	£3500
Additional expenditure	
Hospitality at conference events	£2000
Contingency	£3289.77
TOTAL	£5,289.77
OVERALL TOTAL	£38,589.77