

Payments and Headcount Schedule 2020-2021

Key Action	Month/Year	Deadline Date
Autumn Term 2020		
Portal Opens 1st September		
Deadline for submission of 'Estimate' number of funded hours per week	September 2020	11th
Portal re-opened for inputting of children/parents' details	September 2020	14 th
Monthly indicative payment for schools	September 2020	15 th
Interim payment based on estimated number of hours per week submitted	September 2020	25 th (2-year olds) 25 th (3 & 4-year olds)
Monthly indicative payment for schools	October 2020	15 th
Deadline for submission of 'Actual' funded hours for the term	October 2020	30th
Funding adjustment period for Autumn Term*	November 2020	2 nd November to 13 th
Portal Closed for processing 16/11/2020 - 31/12/2020		
Monthly indicative payment for schools	November 2020	13 th
Final Payment for PVLs	November 2020	26 th (2-year olds) 27 th (3 & 4-year olds)
Final adjusted payment for schools – Autumn Term 2020	December 2020	15 th
Closure of Autumn Term	December 2020	31 st
Spring Term 2021		
Portal Opens 1st January		
Deadline for submission of 'Estimate' number of funded hours per week	January 2021	8th
Portal re-opened for inputting of children/parents' details	January 2021	11 th
EARLY YEARS CENSUS DAY	January 2021	21 st (Guidance will be issued and virtual workshops will take place prior to Census day)
Monthly indicative payment for schools	January 2021	15 th
Interim payment based on estimated number of hours submitted	January 2021	28 th (2-year olds) 29 th (3 & 4-year olds)
Deadline for submission of 'Actual' funded hours for the term	February 2021	05th
Monthly indicative payment for schools	February 2021	15 th
Funding adjustment period for Spring Term*	February 2021	8 th February to 12 th
Portal Closed for processing 15/02/2021 - 31/03/2021		
Final adjusted payment for schools – Spring Term 2021	March 2021	15 th
Final Payment for PVLs	March 2021	25 th (2-year olds) 26 th (3 & 4-year olds)
Closure of Spring Term	March 2021	31 st

Summer Term 2021		
Portal Opens 1st April		
Deadline for submission of 'Estimate' number of funded hours per week	April 2021	21st
Monthly indicative payment for schools	April 2021	15 th
Portal re-opened for inputting of children/parents' details	April 2021	22 nd
Interim payment based on estimated number of hours submitted	April 2021	29 th (2-year olds) 30 th (3 & 4-year olds)
Monthly indicative payment for schools	May 2021	14 th
Deadline for submission of 'Actual' funded hours for the term	May 2021	21st
Funding adjustment period for Summer Term*	May 2021	24 th May to 28 th May
Portal Closed for processing 31/05/2021 - 31/08/2021		
Monthly indicative payment for schools	June 2021	15 th
Final Payment for PVLs	June 2021	24 th (2-year olds) 25 th (3 & 4-year olds)
Monthly indicative payment for schools	July 2021	15 th
Final adjusted payment for schools – Summer Term 2021	August 2021	13 th
Closure of Summer Term	August 2021	31 st

Note:

1. Dates are subject to change based on term dates, bank holidays and weekends
2. Please pay attention to the portal closure periods as late submissions will not be accepted
3. Failure to submit headcount information on time will result in loss of funding
4. Please ensure that you submit any funding adjustments for the given term by the required dates to enable us to make changes to the headcount records before the portal closes.

School Term and Holiday Dates 2020-2021 Academic Year

Autumn 2020

Autumn Term (1st half)	Wednesday 2 September 2020 - Friday 23 October 2020
Half Term Holiday	Monday 26 October 2020 - Friday 30 October 2020
Autumn Term (2nd half)	Monday 2 November 2020 - Friday 18 December 2020
School Holiday	Monday 21 December 2020 - Friday 1 January 2021

Spring 2021

Spring Term (1st half)	Monday 4 January 2021 - Friday 12 February 2021
Half Term Holiday	Monday 15 February 2021 - Friday 19 February 2021
Spring Term (2nd half)	Monday 22 February 2021 - Wednesday 31 March 2021
School Holiday	Thursday 1 April 2021 - Friday 16 April 2021

Summer 2021

Summer Term (1st half)	Monday 19 April 2021 - Friday 28 May 2021
Half Term Holiday	Monday 31 May 2021 - Friday 4 June 2021
Summer Term (2nd half)	Monday 7 June 2021 - Friday 23 July 2021
School Holiday	Monday 26th July 2021 – Tuesday 31st August 2021

Public Holidays

Friday 25 December 2020
Monday 28 December 2020
Friday 1 January 2021
Friday 2 April 2021
Monday 5 April 2021
Monday 3 May 2021
Monday 31 May 2021
Monday 30 August 2021