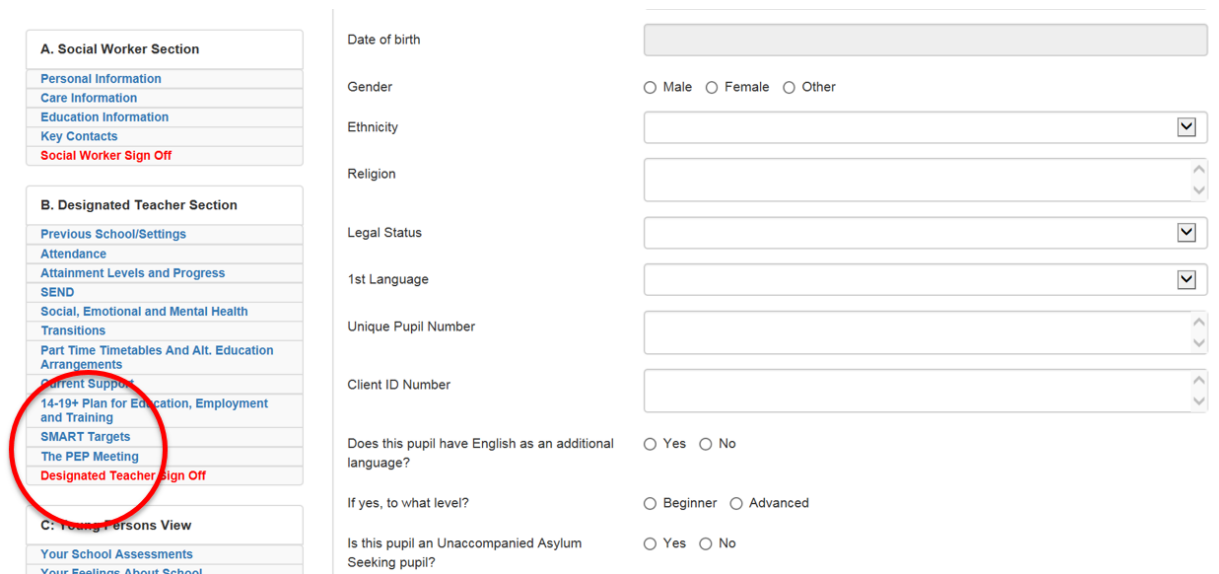


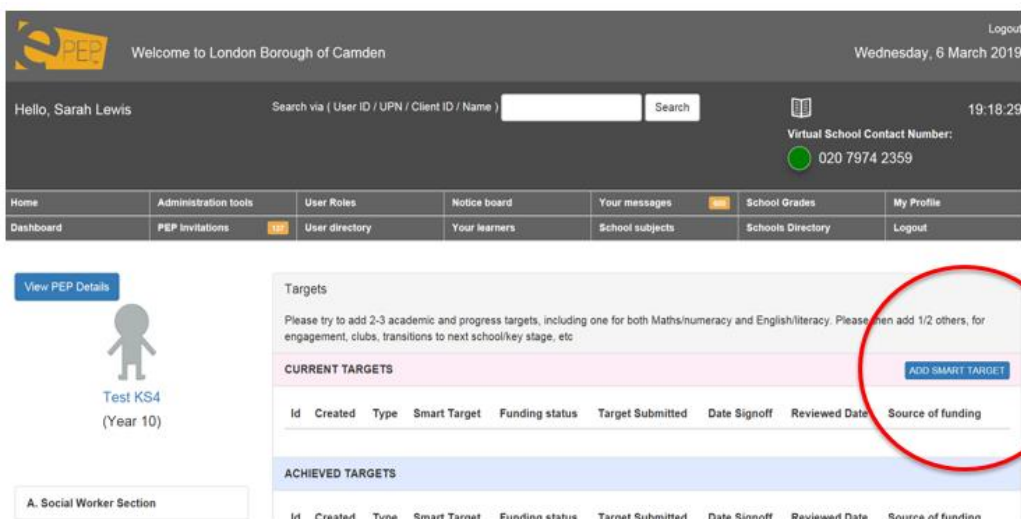
## How to apply for Pupil Premium Plus Funding

1. Log in to the Camden e-PEP platform and navigate to the relevant pupil's current PEP
2. Click on the 'SMART Targets' section of the PEP (under Section B)



The screenshot shows the Camden e-PEP platform interface. On the left, there are three main sections: A. Social Worker Section, B. Designated Teacher Section, and C. Young Persons View. Under Section B, the 'SMART Targets' link is circled in red. The main content area on the right contains a form for entering pupil details, including fields for Date of birth, Gender (Male, Female, Other), Ethnicity, Religion, Legal Status, 1st Language, Unique Pupil Number, Client ID Number, and questions about English as an additional language and Unaccompanied Asylum Seeking status.

3. Click on the 'ADD SMART TARGET' button



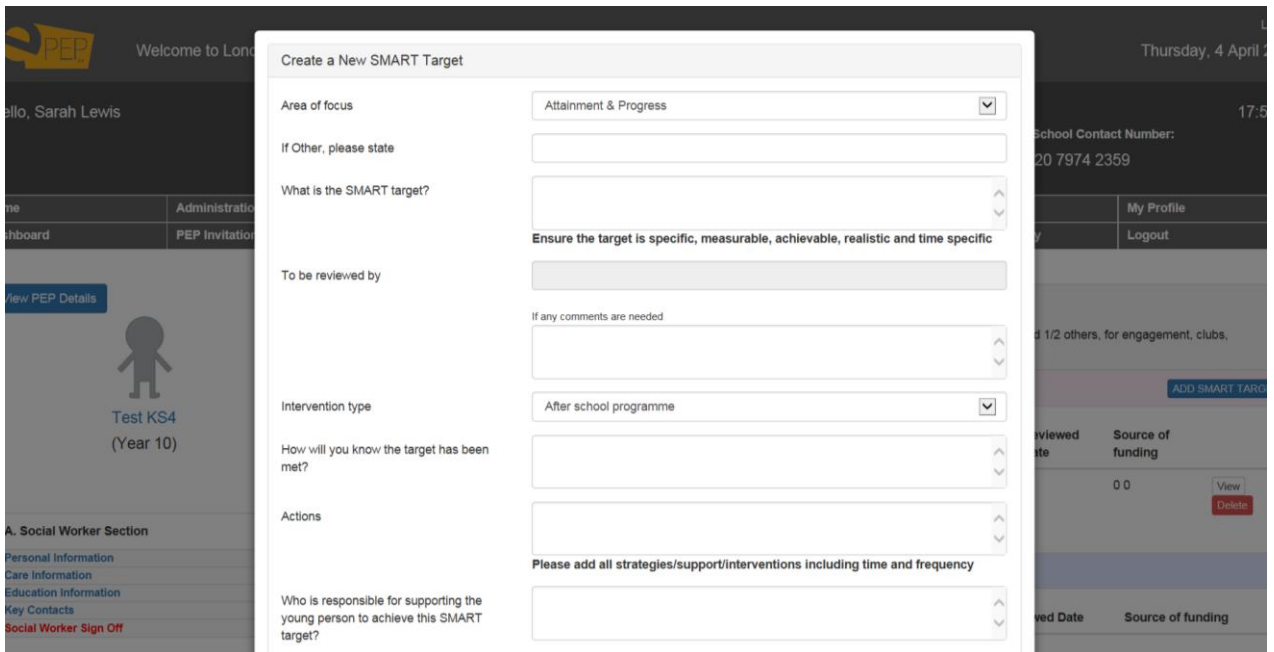
The screenshot shows the Camden e-PEP platform dashboard. At the top, it says 'Welcome to London Borough of Camden' and 'Wednesday, 6 March 2019'. The user is identified as 'Hello, Sarah Lewis'. Below the navigation menu, there is a 'Targets' section. The 'ADD SMART TARGET' button is circled in red. The 'CURRENT TARGETS' table is empty, and the 'ACHIEVED TARGETS' table is also empty.

CURRENT TARGETS								
Id	Created	Type	Smart Target	Funding status	Target Submitted	Date Signoff	Reviewed Date	Source of funding

ACHIEVED TARGETS								
Id	Created	Type	Smart Target	Funding status	Target Submitted	Date Signoff	Reviewed Date	Source of funding

#### 4. Complete the SMART Target page that pops up



Welcome to London

ello, Sarah Lewis

Thursday, 4 April 2014 17:52

School Contact Number: 20 7974 2359

My Profile Logout

Test KS4 (Year 10)

A. Social Worker Section

Personal Information  
Care Information  
Education Information  
Key Contacts  
Social Worker Sign Off

**Create a New SMART Target**

Area of focus: Attainment & Progress

If Other, please state:

What is the SMART target?  
Ensure the target is specific, measurable, achievable, realistic and time specific

To be reviewed by:

If any comments are needed:

Intervention type: After school programme

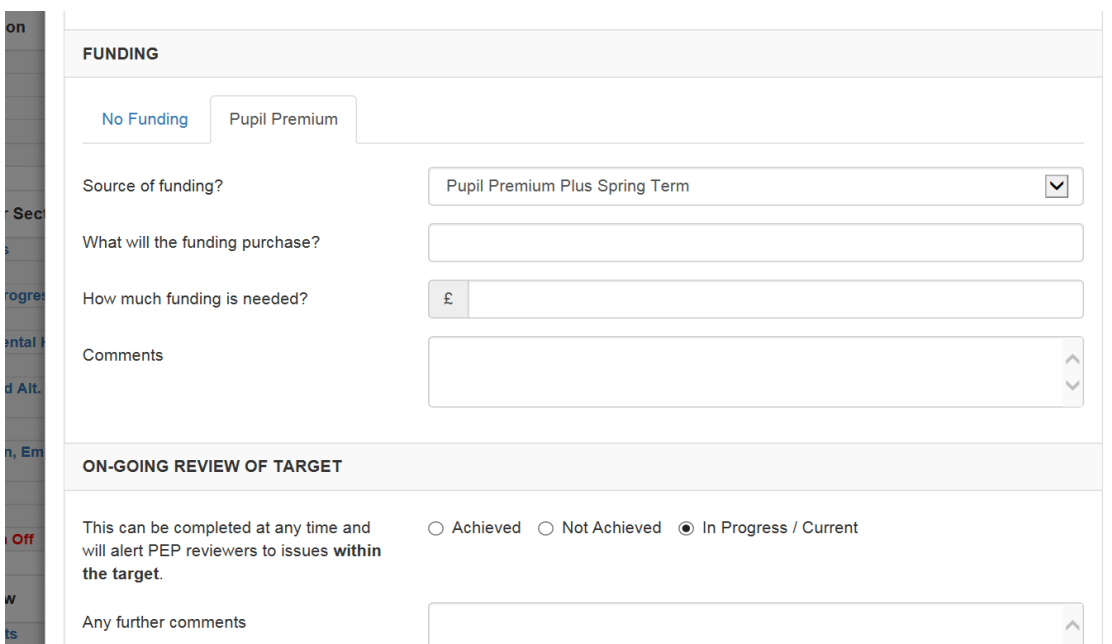
How will you know the target has been met?:

Actions:

Who is responsible for supporting the young person to achieve this SMART target?:

Please add all strategies/support/interventions including time and frequency

#### 5. Scroll down to the 'Funding' section and click on the 'Pupil Premium' tab



on

**FUNDING**

No Funding Pupil Premium

Source of funding? Pupil Premium Plus Spring Term

What will the funding purchase?

How much funding is needed? £

Comments

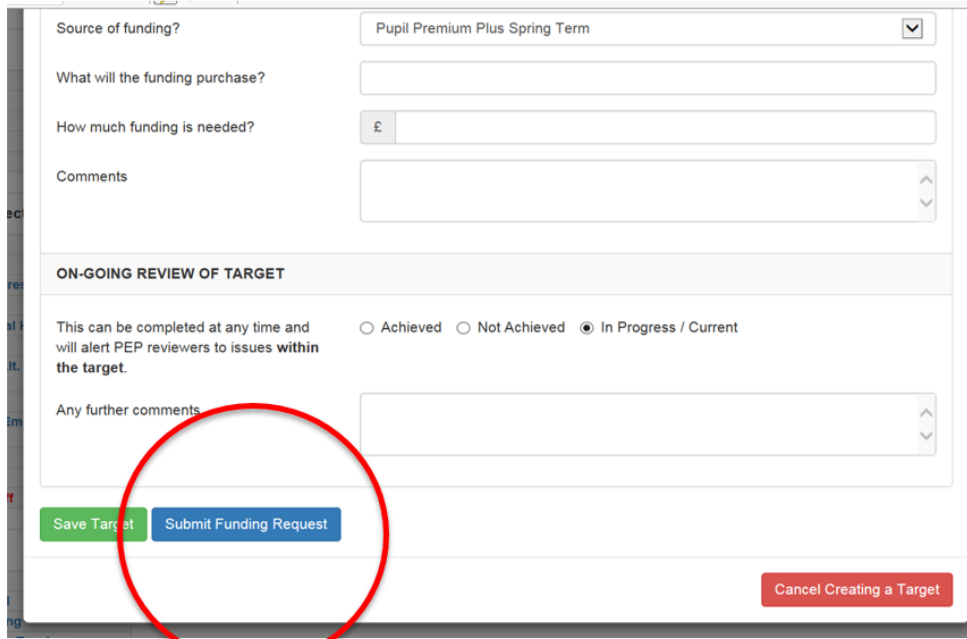
**ON-GOING REVIEW OF TARGET**

This can be completed at any time and will alert PEP reviewers to issues **within the target.**

Achieved
  Not Achieved
  In Progress / Current

Any further comments

**6. Complete the Pupil Premium tab and click the 'submit funding request' button**



Source of funding? Pupil Premium Plus Spring Term

What will the funding purchase?

How much funding is needed? £

Comments

**ON-GOING REVIEW OF TARGET**

This can be completed at any time and will alert PEP reviewers to issues **within the target.**  Achieved  Not Achieved  In Progress / Current

Any further comments

Save Target Submit Funding Request

Cancel Creating a Target

You will then be contacted by the Virtual School who will let you know the outcome of your application.

For enquiries about Pupil Premium Plus applications, email [virtualschool@camden.gov.uk](mailto:virtualschool@camden.gov.uk)