NASUWT THE TEACHERS' UNION

Financial benchmarking tool –

How to extract key high-level financial data

How to use the financial benchmarking website to extract key high-level financial data for the past five years?

(1) Launch this link:

https://financial-benchmarking-and-insights-tool.education.gov.uk/

(2) Select **'Start Now'** at the bottom of screen and then select **'school or academy'** and enter the name, address, postcode or unique reference number (URN) of your school and press the magnifying glass to search.

(3) Scroll down to the **'Resources'** section at the bottom and choose **'School contact details**'.

(4) **Copy the number next to the URN and enter this onto the attached proforma spreadsheet, under 'Enter school name and URN here'.**

(5) Return to the **'Resources'** section by clicking the **'Back'** button on your web browser and select the middle option, **'View historic data'**.

(6) The data defaults to a **'Chart view'**. Change it to **'Table view'**.

(7) Download the Excel proforma from: www.nasuwt.org.uk/Funding

(8) Record the data by copying and pasting the data from the website to the proforma.
Record the data for:

a. **'Total Expenditure – Amount'**. This can be found by clicking the **'Spending'** tab;

b. **'Total Income – Amount'**. This can be found by clicking the **'Income'** tab;

c. **'Revenue Reserve – Amount'**. This can be found by clicking the **'Balance'** tab and scrolling down past **'In-year balance'**; and

d. **'Pupils on roll – Total'**. This can be found by clicking the **'Pupil and Workforce'** tab.

The **'Balance (In-year balance)'** should be automatically calculated by the spreadsheet.

The **% of surplus places** will be calculated by the formula in the sheet.

(9) Once you have recorded the number on roll, visit the **'Get information about schools'** website to find out the school capacity:
https://get-information-schools.service.gov.uk/

You will need to select **'Search for establishment'** and enter the name or reference number (URN) for the school, then scroll down to **'School capacity'** and enter this number into the spreadsheet in the blue column.

Using the data in the table below as an example, what does this historic financial data tell us?

- We can see that pupil numbers have increased over the last four years, to a point of over-subscription in 2023/24 of 3.6%.
- This will potentially lead to increased workload as class sizes go up.
- What measures is the employer taking to ensure a reasonable work-life balance for teachers?
- Income has steadily increased each year, along with pupil numbers.
- It is also likely that with increased numbers, there will be an increased number of pupils with special educational needs. How has this been resourced and managed?
- The school have been very close to spending 100% of the annual income in each year – over-spending in two years by 0.7 and 1.0% respectively.
- The revenue reserves are overspent. What are the employer's plans to address this and what level of revenue reserves is the school targeting to hold in the future?
- To increase revenue reserves, the school will have to spend less than it receives. Where is it planning to make savings?

The 'Year' data covers from 1 April to 31 March for each time period.
There is often missing data. You should request any missing data from your employer.

Prescot Primary School	Year	School Capacity or Published Admission Number (PAN)	Number on Roll	% surplus places	Expenditure	Income	In-Year balance (income - expenditure)	Reserves	Reserves as a percentage of income	Expenditure as a percentage of income
	2020/21	420	387.5	-7.7	£2,118,499	£2,132,033	£13,534	£40,001	1.9	99.37%
	2021/22	420	408	-2.9	£2,364,077	£2,308,475	-£55,602	-£15,602	-0.7	102.41%
	2022/23	420	417	-0.7	£2,634,250	£2,623,554	-£10,696	-£26,298	-1.0	100.41%
	2023/24	420	435	3.6	£2,827,059	£2,836,693	£9,634	-£16,664	-0.6	99.66%