



HANDBOOK

2024 - 2025

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SECTION 1 | About the Forgotten 40 Project

The Purpose of the Forgotten 40 project

The INEOS Forgotten 40 project is built around a substantial (monetary) gift of £20,000 per annum to each of the 100 schools selected to be in the project. The project gets its name from the percentage of children living within families in poverty in the UK.

It aims to alleviate the impact of poverty and disadvantage for children from the poorest backgrounds. It works through primary schools serving some of the poorest communities in the UK, supporting them to remove barriers to achievement for children living in these communities. In removing the barriers that prevent children from doing well in school, INEOS believes their life chances will be improved.

This is a school-level project. Each school community is different. Social and economic disadvantage unites all the Forgotten 40 schools, but each school is free to use the gift to tackle whichever barriers it feels are most critical to the school community.

It is the responsibility of the headteacher, in consultation with staff, to spend the gift appropriately and in line with our guidance as set out in this handbook. We believe that teachers and headteachers are in the best position to understand the needs of their disadvantaged children, families, and communities. The Forgotten 40 team hopes to learn about innovative interventions that may also work in other primary schools facing similar challenges across the UK.

Who is INEOS?

INEOS is the UK's largest private company, owned by Sir Jim Ratcliffe, John Reece, and Andy Currie. Raised in areas in the North of England ranked as significantly disadvantaged, INEOS' founders are passionate about improving the life chances of children.

INEOS is proud to fund and support a range of charitable projects, in the fields of health, education, conservation and community. Since 2013, INEOS has been involved and supported health and wellbeing initiatives, and in 2016, took on The Daily Mile, supporting over three million children to improve their health and wellbeing (and develop positive habits for life), running a 'Daily Mile' at school (which has provided remarkable evidence of positive impact and been taken up in over 90 countries).

The Forgotten 40 Team

The team is made up of five former teachers (Elaine Crotty, Elaine and John Wyllie, Sheila Loughlin, and Brian Padgett) with extensive school experience in educational disadvantage at all leadership levels, including school inspections.

This team will work in partnership with the network of Forgotten 40 headteachers and regularly report to INEOS regarding the progress of the project and impact of the funding. Contacts for the core team can be found at the end of this document.

The Timeline

Phase 1: 2020/21

The first year of the project was a pilot phase, where the principles and practicalities of the project were tested in 20 carefully selected schools.

Phase 2: 2021/22 –2024/25

In 2021, a further 80 schools from all around the UK joined the project (bringing the total number of schools to 100). Each selected school will receive £20,000 per annum* for a duration of three years, subject to annual review. **Subject to approval of plan for spending by Forgotten 40 team.*

Funding

The gift will be allocated in the autumn term in a single sum, after the school's plans for spending and other details have been received and approved by the project team. The gift must be kept in a ring-fenced account and a detailed record of expenditure maintained.

The headteacher of the school is responsible to INEOS for the implementation of the plans, although the responsibility for recording expenditure and actions may be delegated to other school staff members, such as an appropriate business manager. It is hoped that governing bodies will take an interest in the project and support the headteacher to ensure the gift is used appropriately for those children for who it was intended.

In order to meet the needs of children and families, INEOS would encourage headteachers to be flexible in their use of the funding. Early research leading to the pilot, headteachers identified the following categories they would like to spend more funding on, were it available:

- Providing more enrichment activities
- Family support
- Nurture and mental health

Although we expect you to plan initiatives at the start of the school year, we do recognise that you may need to change your priorities as the year progresses and, subject to discussion with and approval from your Forgotten 40 team contact, you will have the flexibility to do this.

We also recognise that the school year, things can happen which tip children or families into crisis and, to help you to be able to address these situations, you may wish to build in a small underspend of up to 10% (to a maximum of £2,000) which can be carried over to next session, if it is not needed. You must be in regular contact with your Forgotten 40 Team in this instance.

Section 2 | Expectations of Headteachers & Schools

General Ask

- Share good practice by supplying either the Forgotten 40 Team, Sue Briggs-Harris, or Laura Courtney, with a selection of photos, videos, quotes, and examples of children's work for the magazine and website at least once a year.
- Provide, annual online feedback about the impact the project has had in your school (for reporting purposes).

We are asking all schools to follow the steps below:

Step 1: Consultation - building a broad picture of your school.

Each year, the project team expects headteachers to consult, as appropriate, with people whose views help to add perspective – children, families, staff, and school governors.

Step 2: Your priorities

We believe that headteachers are likely to choose to spend in the three areas identified in 'funding' (see above) but recognise that there may be other emerging spending priorities that could be added to the list.

We want to see your initial thoughts set out for the year ahead but understand that you may decide to change your priorities as the year progresses.

Our expectation is that the focus of spending will always be to concentrate on those aspects of disadvantage in children's lives where you feel you can make a difference. As long as your plans are designed to meet our (the Forgotten 40 project) main aim of alleviating the effects of deprivation on children, this project is an opportunity for you to try something innovative.

Task: Following your consultations, and with the above in mind, submit the online initiative form shared by a Forgotten 40 representative outlining each initiative you will implement over the course of the year using your gift.

Step 3: Updates – Keeping us informed.

The project team is keen to ensure that the project is administratively straightforward for schools and does not create unnecessary extra work – we want to keep it as light touch as possible. The purpose of providing updates and evidence is to help us to:

- Gain an overview of how and where the money is being spent.
- Understand the impact of the interventions recognising that impact may be longer term.
- Capture the stories of the children who have enjoyed the benefits of the project.
- Learn what does and doesn't work for schools and children.
- Share learning across the project with other colleagues.
- Find answers, generated by the schools themselves, as to how the effects of poverty can be alleviated.

Communications and Publicity

Oversight of all communications for the Forgotten 40 project lies with Laura Courtney from the INEOS Communications team. Headteachers will naturally want to keep parents and governors informed about initiatives that are taking place in school. At this point, INEOS would prefer to avoid publicity with agencies outside the school environment.

In the event of any external media interest, headteachers should contact INEOS Group Communications Manager, Laura Courtney (laura.courtney@ineos.com). If in doubt, please get in touch with one of the Forgotten 40 team members.

Section 3 | Role of Forgotten 40 Team & INEOS

Release of Funds

The Forgotten 40 team will review and approve the following submissions before schools are admitted to the project and the funds are released.

- The initiatives you plan to spend the funding on.
- An agreement signed by the headteacher committing the school to the project's aims.
- School bank account details for BACS transfer of the £20,000*

**Please review and confirm the account name in advance of payment date.*

Communication with Schools

Each headteacher will be contacted, at least twice a year, remotely or in person. This is an opportunity for you to discuss your school's progress with us, highlight any issues or prospects that have arisen or suggest new initiatives that you would like to pursue. We intend to arrange a visit to your school at least once during the project.

There are two main platforms used to share and circulate relevant project information:

(1) Forgotten 40 Magazine

The Forgotten 40 magazine showcases initiatives from the (Forgotten 40) schools across the UK and is published three times a year. This is produced by our editor, Sue Briggs-Harris. Items are selected from a range of shared stories you have sent to us about your initiatives. This is an opportunity to share good practice which is appreciated by INEOS and our Forgotten 40 community.

(2) Forgotten 40 Website

The Forgotten 40 [website](#) is the main information hub for external audiences. The main purpose of the website is to enable schools, and everyone involved in the project to share ideas and access key documentation.

Please note, each year a Forgotten 40 handbook will be reissued to headteachers outlining core responsibilities and details of the project moving forward.

Annual Conference

Each year all Forgotten 40 headteachers are invited to attend at least one conference – hosted by the Forgotten 40 team. The conference provides a unique forum for (Forgotten 40) headteachers to exchange experiences and learn from each other.

Monitoring and Evaluating

The Forgotten 40 team is responsible for monitoring the progress of the project. The project team will monitor how the funding is being used to tackle the barriers that may have prevented good outcomes for children in the past.

We are interested in the 'story' of how schools use the funding to work with children, families, and communities to ensure the children achieve their best, in whichever ways the school chooses. Overall, we aim to keep our monitoring light-touch and bespoke.

The Forgotten 40 team does not expect schools to measure success by improved test scores in English and mathematics. This is not because we do not value attainment in core skills. Rather, we have a broader sense of what constitutes 'achievement' and would like schools to evaluate impact in all aspects of children's development: academic, social, and personal.

The evidence supplied via the magazine, and the completed online form of initiatives, along with phone calls and contacts between the school and the team will contribute to our overall evaluation of success.

The Forgotten 40 Team

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The Forgotten 40 team can be contacted by you at any time via the emails shared above – and from time to time, Laura Courtney (Group Communications Manager) at INEOS will contact you on the Forgotten 40 team's behalf.

INEOS Team

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Magazine Editor

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Frequently Asked Questions

What is the project?

The project aims to improve the lives of disadvantaged children. Building on the experience gained with twenty pilot schools during 2020-2021, INEOS committed to donate £20,000 per year to an additional 80 UK primary schools for three years. The donation has been extended for a further year, 2024/25.

What is the money to be used for?

INEOS would like to help schools to ameliorate the effects of deprivation on the children in their school. We believe that headteachers are best placed to know how deprivation affects children in their school, collectively and individually, and the funds must be spent in ways which will have a positive impact on the children's lives.

Is the project concerned with raising attainment?

That is not the main concern for us. We want to see schools take steps to help disadvantaged children in ways which will make a difference to their lives. We understand that this may help to improve attainment, but it is not what the project is focused on.

Who is INEOS?

INEOS is the UK's largest privately-owned company, and it is providing all the funding for this project. INEOS also sponsors other charitable initiatives in schools, such as The Daily Mile, which we hope participating schools may be interested in.

Why does my school qualify for this funding?

All of the 100 schools are located in areas of the country with high levels of deprivation. After applying a range of criteria, your school was selected by the project team as being one of the most eligible for support.

How and when will the money be paid?

A single payment of £20,000 will be made each year in September once the project team has approved the school's proposal. The gift should be regarded as being over and above any other funding received by the school and placed in a ring-fenced account.

Who has authority over the funds?

We expect all spending decisions to be the responsibility of the headteacher, acting within the guidance set out in the Handbook.

What can the headteacher spend the money on?

We would like to see a wide range of initiatives and interventions implemented over the course of the project – all with the focus of ameliorating the impact of poverty. In consultation with headteachers of schools across the country serving areas of high deprivation, the project team identified four main areas in which funding is most likely to have a significant impact – providing more enrichment activities, family support and nurture and mental health.

Enrichment & Life Experiences; Family Support; Food and Fuel; and Nurture and Mental Health – but these are not exhaustive, and we hope to see many innovative ideas emerge during the project.

Are there any restrictions as to what the funding can be spent on?

The funding should not be spent on capital projects or on mainstream staff salaries.

Is there a set number of initiatives each school must introduce?

You are free to introduce as many initiatives as you feel are required for your children. During the pilot, schools usually identified between three and six initiatives.

Does the school need to account for the ways in which the money is spent?

A detail record outlining the use of funding is a requirement for the extra year of funding. This will be expected in an annual return provided by the school. Guidance on how to do this can be found in this handbook. In managing the account, good practice guidelines must be followed.

How will the project team stay in touch with you?

Each headteacher has been allocated a specific member of the project team to be your contact, answer your questions and to offer advice. All of the team have a background in schools and education. We will communicate regularly with each headteacher and catch up with how things are going.

How can I find out what other schools are doing?

There will be a magazine, website and annual conferences which will allow all schools to share their ideas.

Will the project be monitored and evaluated?

We are very keen to hear what you, the children, staff, and families have to say about the impact of your initiatives. Details of the returns we require are to be found in the Handbook.

Will you seek the views of the headteachers in the chosen schools?

Yes, we will collate everyone's opinions and experiences as well as share good practice with other schools. We will ask you what worked well for you and what might be changed in future years.



Forgotten 40 : School Bank Details Form

To be completed and signed by the relevant headteacher.

Unless these details are totally accurate, payment cannot be made. INEOS also require that there is a verbal confirmation of these details before payment is made – your team contact will be in touch by telephone.

School Name (in full without abbreviations)

School Contact Number (and area code)

Town and Post Code

Bank Sort Code

(6 digits)

Bank Account Number:

(8 digits)

Bank account holder name*:

Name of the bank that the account is held with:

Payment reference to be quoted**:

*Please be aware that gifts/payments are remitted by faster payment and are subject to online bank verification that the payment details provided match those of the actual account holder as held by the recipient bank. Please provide the account holder name in the format as EXACTLY held and electronically recognised by your bank.

** The gifts/payment reference quoted within the payment instruction will be "INEOS F40 Grant", unless you advise your own payment reference to be quoted (i.e., in cases where the account holder is a council, then for the payment to be allocated to your school, please advise us of the required payment reference to be quoted).

Headteacher Name:

Headteacher Signature:

Date: