

Preparing for Summer Census 2019

The EGFL School Census webpage at: <https://www.egfl.org.uk/finance-and-data/data-collection/school-census> has been updated with the latest DFE Guidance and Capita Census booklets. If you require any information regarding MIS file versions or where data should be entered, or how to run the census within your MIS please refer to your MIS Technical Support Provider.

Summer Census

The Summer School Census takes place on **Thursday 16th May 2019**. It is a statutory collection by the DFE. All schools and PRUs are required to make this return using the school census part of their MIS.

It is a much smaller return than in Spring, but there is still a great deal of checking that needs to be done with your return before the LA can approve your return and send it to the DFE and it would help me to have your return promptly before Assessments season begins! The Summer Census is mainly pupil data, so please make a special effort to ensure this is up-to-date. **We strongly advise that you perform a practice run as soon as possible and use the resulting list of Errors and Queries to correct any problems.**

Summer Census Data Item

In the Summer Census **Learner Support Code** is collected for **pupils aged 16 to 19** (as at 31st August 2018) who are on roll on census day or became off roll since the start of the academic year. The code indicates the type of financial support awarded to pupils beyond compulsory school leaving age at any point in the academic year of the school census. There are two types of 16-19 bursary fund support collected in census:

- ❖ a Vulnerable Group Bursary of up to £1,200 a year for young people in one of the defined vulnerable groups
- ❖ Discretionary Bursars which institutions award to meet individual needs, for example, help with the cost of transport, meals, books and equipment

For dual registered pupils, the school holding the main registration for the pupil is responsible for awarding the bursary fund and return the required data.

There will be no scheduling of access to the Summer School Census. **All schools and LAs will have access to the Summer School Census blade from 7.30am on Thursday 16th May 2019. Please submit your census by Friday 17th May!**

Please be aware of:

Reminder Free School Meal Eligibility for Nursery Pupils

Schools are finding that they have Nursery pupils appearing on the FSMs lists – probably because a claim has been made by the family and included all the children. They are wondering if these pupils should be recorded as EFSM in SIMS. The DFE have confirmed that a nursery pupil must be attending school before and after the lunch period for them to be marked as Eligible. Also, if they were eligible on April 1st 2018, then their FSM is protected in the same way that it is for children who are eligible in the rest of the school.

If they are only attending either before lunchtime or after lunchtime, they may fit the remaining of the FSM criteria but they would NOT be eligible for FSM and should not be recorded as such in SIMS.

As usual, Lynda Daly and her team will be checking your whole school FSM numbers from census as your returns come in. Please upload any changes to Saphire in good time before the census so that the Pupil Support team has an accurate database to check your figures against.

School Census October 2019

New data items:

Exclusions are to be collected from *one term previously* rather than the *term before last* so that for Permanent Exclusions the DFE can pick up more data about governor and independent panel reviews data. In the Autumn Census 2019, data about exclusions will be collected for Spring and summer terms 2019, and then from spring 2020 onwards, the data will be collected from one term before the date of the census. The data required is to be:

- ❖ Exclusion review date
- ❖ Exclusion review result
- ❖ Exclusion reinstatement date
- ❖ Exclusion review SEN expert

Planned hours

Planned Learning Hours - From autumn 2019, the previous year's total planned timetabled hours for all post 16 pupils who were on roll in the previous academic year and in national curriculum year 12 or above is to be collected to enable any corrections to be made. The values in these fields should be corrected, where appropriate, so previous year data is complete and accurate, but should remain as the hours that were *planned* (not changed to reflect actual hours).

- ❖ **Planned learning hours (qualification hours) previous year**

Planned employability, enrichment and pastoral hours - From autumn 2019, the total planned timetabled employability, enrichment and pastoral hours for all post 16 pupils who were on roll in the previous academic year and in national curriculum year 12 or above is to be collected to enable corrections to be made. The values in these fields should be corrected, where appropriate, so previous year data is complete and accurate but should remain as the hours that were *planned* (not changed to reflect actual hours).

- ❖ **Planned employability, enrichment and pastoral hours (non-qualification hours) previous year**

Maths and English GCSE prior attainment - From autumn 2019, the highest prior attainment for the student in the previous academic year will also be collected to enable corrections to be made so that the previous year's data is complete and accurate.

- ❖ **Maths GCSE highest prior attainment previous year**
- ❖ **English GCSE highest prior attainment previous year**

No longer being collected:

From Spring Census 2020, Lunchtime Exclusions are no longer to be reported.

Training for High Schools

Other MIS Technical Support Providers may provide courses for those that are interested in learning more about the Post 16 collections.

Details of the courses being planned by 3BM are shown below. Generally, 3BM courses can be attended by any school that books and pays the fees, whereas workshops are only available to 3BM SLA holders (who can access their school SIMS remotely from the 3BM Training Room to work on their own data with 3BM experts on hand to assist). Please pass details to **Examinations Officers, Personnel Officers, Timetablers and Heads of Sixth Form** if you think they may be interested in attending.

26/6/19	Nova Workshop - AM	Schools can bring their timetable on a flash drive, and work on it in the 3BM training room with experts on hand to advise. It is particularly useful for Timetablers set up course levels within the timetable at the time of creation
17/7/19	Nova Workshop - PM	
09/07/19	Exam Results Course - AM	How to import result files, add non EDI results, create/use results marksheets, edit results, calculate PI information, run reports and analyses, export results to Excel, produce Candidate Statement of Results
10/07/19	Course Manager Briefing - AM	Providing an overview of the changes required as a result of the phased introduction of the new 9-1 GCSE and two-year A level qualifications, highlighting/discussing the changes to the functionality of Course Manager. Question and Answer session

There are plans for a Performance Indicators Workshop in July if there is enough demand.

3BM are also able to carry out Consultancy Visits to schools for Course Manager, but you are advised to book as soon as possible as these are likely to be increasingly popular as the term advances.

For more details about the course content and costs, contact Jackie Dillon (3BM) 020 7605 8322 jackie.dillon@3bm.co.uk . Places on 3BM courses are now booked via the Bookwhen website: <http://training.3bm.co.uk>

Data/SIMS Dates...

- ❖ **16th May 2019 Summer School Census and May Background Report**
- ❖ **21st June Y1 and Y2 Phonics to the LA**
- ❖ **24th June Phonics threshold to be announced by DFE**
- ❖ **27th June Last day for returning KS1 TAs to the LA**
- ❖ **27th June 2019 NCA Tools closes for uploading KS2 TAs**
- ❖ **28th June Last day for returning EYFSP to the LA**
- ❖ **3rd October 2019 Autumn School Census**
- ❖ **7th November count day for School Workforce Return 2019**

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