

Education & Skills Funding Agency

#### Contents

- 1. Reminder: Autumn school census deadline 1 November 2017
- 2. Reminder: school workforce census 2 November 2017
- 3. Information: academies financial returns
- 4. Action: GOV.UK content survey

### 1. Reminder: Autumn school census - deadline 1 November 2017

The deadline is for approved submissions for the <u>autumn school census 2017</u> is Wednesday, 1 November. The database will close to amendments from schools and local authorities on Wednesday, 29 November.

We would like to remind all schools with a return status in COLLECT of 'loaded and validated' or 'amended by source' that, until your return has been 'submitted' in COLLECT, it will be deemed outstanding and will not be further processed by the department.

When you have completed any validation or editing of your return, and the status has changed to 'loaded and validated' or 'amended by source', you must press the 'submit' button in COLLECT to confirm you are content for your return to be processed by the department.

## 2. Reminder: school workforce census - 2 November 2017

The census day for the <u>2017 school workforce census</u> is Thursday, 2 November with the deadline for approved submissions being Friday, 1 December.

All academies should have received a 'readiness bulletin' on the 29 August 2017. Please complete a <u>service request form</u> if you did not receive the bulletin.

The school workforce census guide for the 2017 to 2018 academic year has been updated in advance of the 2017 school workforce census and is now available on the <u>school workforce census website</u>, we've also published <u>COLLECT user guides</u> to assist colleagues.

If you have any queries about COLLECT or the school workforce census, please use the <u>data collections</u> <u>service request form</u>.

### 3. Information: academies financial returns

Thank you to all the academy trusts who have already completed their land and buildings collection tool. We encourage all trusts that haven't yet started the return to do so as soon as possible. The deadline is Tuesday, 31 October.

You can now view the webinar we held on Thursday, 19 October via the <u>land and buildings collection tool</u> <u>guidance page</u>. This page also includes a link to the previous webinar held on 3 October 2017.

You can <u>register now</u> for our accounts return webinar at 2pm on Thursday, 9 November. The webinar will include a live Q&A session and a discussion about the most challenging aspects of the accounts return. You can submit questions in advance when you register.

If you have any questions about the land and buildings collection tool, please contact us using our <u>enquiry</u> <u>form</u> and put "LBCT question" at the top of the form.

# 4. Action: GOV.UK content survey

We need your help to improve information about further education, skills and apprenticeships on GOV.UK.

Our <u>short survey</u> will help us understand how you use our content and the information areas that are important to you. It should take around 2 minutes to complete.

Thank you for answering our questions, your feedback really matters.

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