



Department  
for Education

# **School census 2018 to 2019: summer**

**School summary report technical  
specification**

**Version 1.3**

**March 2019**

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## Version history

This gives details of changes made in version 1.0 to the specification for 2018 to 2019 and then the changes made in any subsequent versions.

1.0	<p>Global changes: All date rolled forward – not marked as changes as not new items. Date formats harmonised with validation rules (excludes Tables 2 and 8 for ease of reading when output) and mathematical symbols amended to English words</p> <p>Table 5 – Proficiency in English – deleted – RFC 1021 refers. All subsequent paragraphs re-numbered</p> <p>Table 11 – Pupils on roll with SEN provision – amended – code ‘S’ removed</p> <p>Table 12 – SEN need type for pupil on roll with SEN – amended – code ‘S’ removed</p> <p>Table 13 – Number of fixed period permanent and lunchtime exclusions by reason and SEN provision in the 2018 summer term – amended – code ‘S’ removed</p>	Phil Dent 28 June 2018
1.1	Table 6 – Specific types of pupils on roll – updated - addition of service children	Kirsty Knox 29 October 2018
1.2	Table 7 – Funded hours – updated – to remove counts where funded hours could be over 15 RFC 1070 refers	Kirsty Knox 07 February 2019
1.3	<p>Table 7 – Funded hours – updated – heading updated to include extended childcare hours and text updated for 4 year old count to state in nursery provision</p> <p>Table 13 – Admission appeals – updated – text changed to remove primary</p>	Kirsty Knox 25 March 2019

# 1. Introduction

This specification is for the 2019 **summer** school summary report and is designed to provide key school level information from the pupil and school level modules in the return in an easy to read format.

Please note: all references to schools in this document to pupil referral units / alternative provision (PRU / AP) as well.

The school summary report is generated automatically by MIS software. It fulfils a number of purposes:

- to allow school staff preparing the return to check its accuracy and completeness before passing it to the head teacher
- to allow the head teacher authorising the return to check its accuracy and completeness before submitting the return to the local authority or the department as appropriate
- where the summary is forwarded to the local authority, it enables them to check the return from the school
- provides the department with assurance that the return has been subject to plausibility checking by the school and, where appropriate, the local authority
- to allow the head teacher to keep track of absence figures - particularly persistent absentees.

## 2. Presentation

Section 3 of this document specifies the format and content for the school summary report for the 2019 summer school census together with the business rules for calculating the numbers in the cells of each table. The school summary report must use the school census extract file. The data is presented as a series of tables such as Table 1: school characteristics.

XML tags and CBDS numbers have been used in the business rules to identify the data items. Square bracketed numbers, such as [A5], are included in the tables in Section 3 to provide a cross-reference to the business rules. The bracketed numbers should not appear in the summary report itself.

The 'collection (school phase) marker; is used to show the applicability of each table to each school phase where:

Table 5: pupils on roll by their first language

The 'collection (school phase) marker' would indicate:

[ALL schools]

thereby indicating that this table is applicable for all types of school.

The business rules stat the phase codes to which the rule applies so, in this example:

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Some of the rows within tables apply only to a sub-set of schools. Notes against the business rules indicate if there are particular phases of school for which these rows are or are not generated within a table. For example, within Table 1: 'school characteristics'; the 'provision for child mothers'; 'number of teen mother places' and 'provision for childcare' elements only apply to schools with a phase of 'PR'. This is stated in the business rules for Table 1 and the three rows within the table that correspond to these data items are only generated for schools with a phase of 'PR'.

The business rules have not been given for every cell in the tables to keep the number down to a minimum. Where there are cells containing the same information for different categories, the rule has been given in the first cell for the first category and will need to be adapted for the other categories. For example in Table 2, rule [B1] has been given for the number of full-time male pupils aged 19 and over and this will need to be adapted to give the rules for the total of full-time male pupils for each age shown.

All references to pupils' age are as at 2018-08-31 unless otherwise stated.

There is a summary line at the top of the school summary report that shows the number of errors and queries present in the data. This is equivalent to running the validation rules as shown in the 2018 to 2019 school census business and technical specification and displaying the totals. Those suppliers using the XSLT components supplied by the department will be able to use the validation modules to generate this total and display it at the beginning of the summary report. The two variables [error count] and [query count] refer to these totals and are not defined in the business rules.

### 3. Summary report

**Table 1: School characteristics [ALL schools]**

#### Output

There are [error count] errors and [query count] queries.

**Table 1: School Characteristics [ALL schools]**

Characteristic	Data
Summary for [School Name]	[A1]
Local authority code	[A2]
Establishment number	[A3]
Telephone number	[A4]
Email address	[A5]
Phase	[A6]
Type	[A7]
Governance	[A8]
Intake type	[A9]
Lowest national curriculum year group	[A10]
Highest national curriculum year group	[A11]

#### Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
A1	<SchoolName>	
A2	<LEA>	
A3	<Estab>	
A4	<PhoneNo>	
A5	<Email>	
A6	<Phase>	
A7	<SchoolType>	
A8	<Governance>	
A9	<Intake>	
A10	<LowestNCyear>	
A11	<HighestNCyear>	



## Table 2: Pupils on roll by age and gender [ALL schools]

### Output

Table 2: Pupils on roll by age and gender [ALL schools]

		Number of pupils						
Age as at 31 August 2018	Date of Birth	Full-time			Part-time			All
		Male	Female	Total	Male	Female	Total	Total
19 or over	31/08/99 or earlier	[B1]	[B2]	[B3]	[B4]	[B5]	[B6]	[B7]
18	01/09/99 - 31/08/00							
17	01/09/00 - 31/08/01							
16	01/09/01 - 31/08/02							
15	01/09/02 - 31/08/03							
14	01/09/03 - 31/08/04							
13	01/09/04 - 31/08/05							
12	01/09/05 - 31/08/06							
11	01/09/06 - 31/08/07							
10	01/09/07 - 31/08/08							
9	01/09/08 - 31/08/09							
8	01/09/09 - 31/08/10							
7	01/09/10 - 31/08/11							
6	01/09/11 - 31/08/12							
5	01/09/12 - 31/08/13							
4 (8 - 11 months)	01/09/13 - 31/12/13							
4 (5 - 7 months)	01/01/14 - 31/03/14							
4 (0 - 4 months)	01/04/14 - 31/08/14							
3 (8 - 11 months)	01/09/14 - 31/12/14							
3 (5 - 7 months)	01/01/15 - 31/03/15							
3 (0 - 4 months)	01/04/15 - 31/08/15							
2 or under	01/09/15 or later							
Total number of pupils		[B8]	[B9]	[B10]	[B11]	[B12]	[B13]	[B14]
Aged 16 and over	31/08/02 or earlier	[B1]	[B2]	[B3]	[B4]	[B5]	[B6]	[B7]
Aged 11 to 15	01/09/02 – 31/08/07							
Aged 5 to 10	01/09/07 – 31/08/13							
Aged under 5	01/09/13 or later							

## Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B1	Count pupils on roll where <Gender> equals 'M' and <PartTime> equals 'false' and <DOB> is between the date ranges shown that is before 1999-09-01 for those aged 19 or over and between 1999-09-01 and 2000-08-31 (inclusive) for those aged 18 as at 2018-08-31	
B2	Count pupils on roll where <Gender> equals 'F' and <PartTime> equals 'false' and <DOB> is between the date ranges shown that is before 1999-09-01 for those aged 19 or over and between 1999-09-01 and 2000-08-31 (inclusive) for those aged 18 as at 2018-08-31	
B3	B1 plus B2	
B4	Count pupils on roll where <Gender> equals 'M' and <PartTime> equals 'true' and <DOB> is between the date ranges shown that is before 1999-09-01 for those aged 19 or over and between 1999-09-01 and 2000-08-31 (inclusive) for those aged 18 as at 2018-08-31	
B5	Count pupils on roll where <Gender> equals 'F' and <PartTime> equals 'true' and <DOB> is between the date ranges shown that is before 1999-09-01 for those aged 19 or over and between 1999-09-01 and 2000-08-31 (inclusive) for those aged 18 as at 2018-08-31	
B6	B4 plus B5	
B7	B3 plus B6	
B8	Count pupils on roll where <Gender> equals 'M' and <PartTime> equals 'false'	
B9	Count pupils on roll where <Gender> equals 'F' and <PartTime> equals 'false'	
B10	Count all pupils on roll where <PartTime> equals 'false'	
B11	Count pupils on roll where <Gender> equals 'M' and <PartTime> equals 'true'	
B12	Count pupils on roll where <Gender> equals 'F' and <PartTime> equals 'true'	
B13	Count all pupils on roll where <PartTime> equals 'true'	
B14	Count all pupils on roll [should be equal to [B10] where <PartTime> equals 'false' plus [B13] where <PartTime> equals 'true']	

## Table 3: Pupils on roll in each national curriculum year group [ALL schools]

### Output

Table 3: Pupils on roll in each national curriculum year group [ALL schools]

NC year group	Number of pupils
'14'	[B15]
'13'	
'12'	
'11'	
'10'	
'9'	
'8'	
'7'	
'6'	
'5'	
'4'	
'3'	
'2'	
'1'	
'R'	
'N2'	
'N1'	
'E2'	
'E1'	
'X' (NC year group not applicable)	
Total	[B16]
Pupil number reconciliation	[R1]

## Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B15	Count all pupils on roll where <NCyearActual> equals 14 etcetera	
B16	Count all pupils on roll [should be equal to <NCyearActual> equals 14 plus equals 13 etcetera to equals 'X']	
R1	Total pupils at [B16] should equal total pupils at [B14]	

## Table 4: Pupils on roll by their first language [ALL schools]

### Output

Table 4: Pupils on roll by their first language [ALL schools]

Language code	Description	Number of pupils	Pupil number reconciliation
[B17]	[B18]	[B19]	[R2]

## Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B17	<Language> – code values from codeset CS005	
B18	<Language> – descriptions from codeset CS005	
B19	Count of pupils on roll for each <Language> codeset CS005	
R2	Total pupils at [B19] should equal total pupils at [B14]	

## Table 5: Pupils on roll by enrolment status [ALL schools]

### Output

Table 5: Pupils on roll by enrolment status [ALL schools]

Enrolment status	Number of pupils
Current (single registration at this school) ('C')	[B20]
Current main (dual registration) ('M')	[B21]
Current subsidiary (dual registration) ('S')	[B22]
Number of dually registered pupils (Total 'M' and Total 'S')	[B23]
Total number of pupils excluding 'F' and 'O'	[B24]
FE college ('F')	[B25]
Other provider ('O')	[B26]
Total number of pupils in 'F' and 'O'	[B27]
Total number of pupils	[B28]
Pupil number reconciliation	[R3]

### Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B20	Count of pupils on roll where <EnrolStatus> equals 'C'	
B21	Count of pupils on roll where <EnrolStatus> equals 'M'	
B22	Count of pupils on roll where <EnrolStatus> equals 'S'	
B23	Count of pupils on roll where <EnrolStatus> equals 'M' or 'S'	
B24	B20 plus B21 plus B22	All <Phase> not equal to 'PR'
B25	Count of pupils on roll where <EnrolStatus> equals 'F'	Only for <Phase> equals 'PR'
B26	Count of pupils on roll where <EnrolStatus> equals 'O'	Only for <Phase> equals 'PR'
B27	B25 plus B26	Only for <Phase> equals 'PR'
B28	B24 plus B27	
R3	Total pupils at [B28] should equal total pupils at [B14]	

## Table 6: Specific types of pupils on roll [ALL schools]

### Output

Table 6: Specific types of pupils on roll [ALL schools]

Pupils on roll	Number of pupils
Boarders	[B29]
Service children	[B30]
Pupils for whom the school receives top-up funding	[B31]
Post looked after arrangements – includes children ceased to be looked after through adoption, special guardianship, residence order or child arrangement order	[B32]
Eligible for free school meals on census day	[B33]
Unique pupils with <b>any</b> period of eligibility for free school meals reported in the current census (includes those eligible on census day)	[B34]

### Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B29	Count of pupils on roll where <Boarder> ) is present and not equals to 'N'	
B30	Count of pupils with <ServiceChild> equals 'Y'	
B31	Count of pupils with <TopUpFunding> equals '1' or 'true'	
B32	Count of pupils with <PLAA> equals 'A', 'G', 'C' or 'R'	
B33	Count of pupils on roll where <FSMstartDate> is on or before census day and <FSMendDate> is on census day or not present	
B34	Count of pupils on roll where <FSMstartDate> is present	

## Table 7: Funded and extended childcare hours for pupils on roll aged 2, 3 and 4 years [Not for: Non-maintained special school and city technology college]

### Output

Table 7: Funded and extended childcare hours for pupils on roll aged 2, 3 and 4 years [Not for: Non-maintained special school and city technology college]

Age	Number of pupils with:					
	zero funded hours	funded hours greater than zero but less than 15	funded hours equal to 15	zero extended childcare hours	extended hours greater than zero but less than 15	extended childcare hours equal to 15
Aged 2 years at 31 March 2019 (pupils born between 01/04/2016 and 31/03/2017)	[B36]	[B37]	[B38]			
Aged 2 years at 31 August 2018 but 3 by 31 March 2019 (pupils born between 01/09/2015 and 31/03/2016)	[B39]	[B40]	[B41]	[B42]	[B43]	[B44]
Aged 3 years at 31 August 2018 (pupils born between 01/09/2014 and 31/08/2015)	[B45]	[B46]	[B47]	[B48]	[B49]	[B50]
Aged 4 years at 31 August 2018 (pupils born between 01/09/2013 and 31/08/2014) who are in nursery provision	[B51]	[B52]	[B53]	[B56]	[B57]	[B58]

### Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Does not apply to schools with <SchoolType> equals '47' (CTC) OR schools with <Phase> equals 'SP' AND <Governance> equals 'NM' (non-maintained special school)

Rule number	Rule specification	Notes
B36	Count of pupils on roll where <FundedHours> equals zero and <DOB> between 2016-04-01 and 2017-03-31	

<b>Rule number</b>	<b>Rule specification</b>	<b>Notes</b>
B37	Count of pupils on roll where <FundedHours> is [greater than zero and less than 15] and <DOB> between 2016-04-01 and 2017-03-31	
B38	Count of pupils on roll where <FundedHours> equals 15 and <DOB> between 2016-04-01 and 2017-03-31	
B39	Count of pupils on roll where <FundedHours> equals zero and <DOB> between 2015-09-01 and 2016-03-31	
B40	Count of pupils on roll where <FundedHours> [greater than zero and less than 15] and <DOB> between 2015-09-01 and 2016-03-31	
B41	Count of pupils on roll where <FundedHours> equals 15 and <DOB> between 2015-09-01 and 2016-03-31	
B42	Count of pupils on roll where <ExtendedHours> equals zero and <DOB> between 2015-09-01 and 2016-03-31	
B43	Count of pupils on roll where <ExtendedHours> is [greater than zero and less than 15] and <DOB> between 2015-09-01 and 2016-03-31	
B44	Count of pupils on roll where <ExtendedHours> equals 15 and <DOB> between 2015-09-01 and 2016-03-31	
B45	Count of pupils on roll where <FundedHours> equals zero and <DOB> between 2014-09-01 and 2015-08-31	
B46	Count of pupils on roll where <FundedHours> is [greater than zero and less than 15] and <DOB> between 2014-09-01 and 2015-08-31	
B47	Count of pupils on roll where <FundedHours> equals 15 and <DOB> between 2014-09-01 and 2015-08-31	
B48	Count of pupils on roll where <ExtendedHours> equals zero and <DOB> between 2014-09-01 and 2015-08-31	
B49	Count of pupils on roll where <ExtendedHours> is [greater than zero and less than 15] and <DOB> between 2014-09-01 and 2015-08-31	
B50	Count of pupils on roll where <ExtendedHours> equals 15 and <DOB> between 2014-09-01 and 2015-08-31	
B51	Count of pupils on roll where <FundedHours> equals zero and <DOB> between 2013-09-01 and 2014-08-31	
B52	Count of pupils on roll where <FundedHours> is [greater than zero and less than 15] and <DOB> between 2013-09-01 and 2014-08-31	
B53	Count of pupils on roll where <FundedHours> equals 15 and <DOB> between 2013-09-01 and 2014-08-31	
B56	Count of pupils on roll where <ExtendedHours> equals zero and <DOB> between 2013-09-01 and 2014-08-31	
B57	Count of pupils on roll where <ExtendedHours> is [greater than zero and less than 15] and <DOB> between 2013-09-01 and 2014-08-31	



Rule number	Rule specification	Notes
B58	Count of pupils on roll where <ExtendedHours> equals 15 and <DOB> between 2013-09-01 and 2014-08-31	

## **Table 8: Early years pupil premium – nursery schools [For: Schools with phase ‘NS’ ONLY] [used for funding]**

### **Output**

**Table 8: Early years pupil premium – nursery schools [For: Schools with phase ‘NS’ ONLY] [used for funding]**

This table does not apply to the summer census as early years pupil premium data is only collected in the spring census

## **Table 9: Early years pupil premium [For: Primary, middle-deemed primary, middle-deemed secondary, secondary, all- through, special and PRU] [used for funding]**

**Table 9: Early years pupil premium [For: Primary, middle-deemed primary, middle-deemed secondary, secondary, all-through, special and PRU] [used for funding]**

This table does not apply to the summer census as early years pupil premium data is only collected in the spring census

## **Table 10: School childcare [ALL schools]**

### **Output**

**Table 10: School childcare [ALL schools]**

This table does not apply to the summer census as school childcare data is only collected in the spring census

## **Table 11: Pupils on roll with SEN provision [ALL schools]**

### **Output**

**Table 11: Pupils on roll with SEN provision [ALL schools]**

SEN Provision	Number of pupils
SEN Provision – Education, health and care plan (code 'E')	[C3]
SEN Provision – SEN support (code K)	[C5]
Total number of pupils with SEN (code 'E' and 'K')	[C6]
No special educational needs (code 'N')	[C7]
Total pupils on roll	[C8]
Pupil number reconciliation	[R4]
Number of SEN Pupils in a mainstream school who are members of a special provision (SEN Unit). * Should be less than or equal to the total number of pupils with SEN (codes 'E' and 'K')	[C9]
Number of SEN Pupils in a mainstream school who are members of a special provision (resourced provision). * Should be less than or equal to the total number of pupils with SEN (codes 'E' and 'K')	[C10]

## Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
C3	Count of pupils on roll where <SENprovision> equals 'E'	
C5	Count of pupils on roll where <SENprovision> equals 'K'	
C6	Count of pupils on roll where <SENprovision> equals 'E' and 'K'	
C7	Count of pupils on roll where <SENprovision> equals 'N'	
C8	Count all pupils on roll [should = <NCyearActual> equals '14' plus <NCyearActual> equals '13' etcetera to <NCyearActual> equals 'X']	Same as rule B16, Table 3
R4	Total pupils at [C8] should equal total pupils at [B14]	
C9	Count of pupils where <SENunitIndicator> is true	Not for <Phase> equals 'SP' or 'PR'
C10	Count of Pupils where <ResourcedProvisionIndicator> is true	Not for <Phase> equals 'SP' or 'PR'

## Table 12: SEN need type for pupils on roll with SEN (SEN provision E or K) [ALL schools]

### Output

Table 12: SEN need type for pupils on roll with SEN (SEN provision E or K) [ALL schools]

This table does not apply to the summer census, as SEN need type is only collected in the spring census

## Table 13: Number of fixed period, permanent and lunchtime exclusions by reason and SEN provision in the 2018 autumn term (terms 1 and 2) [Not for: Nursery school]

### Output

Table 13: Number of fixed period, permanent and lunchtime exclusions by reason and SEN provision in the 2018 autumn term (terms 1 and 2) [Not for: Nursery school]

Reason for exclusion		Number of fixed exclusions	Number of permanent exclusions	Number of lunchtime exclusions
[D1]	[D2]	[D3]	[D3a]	[D3b]
SEN Provision of excluded pupil		Number of fixed exclusions	Number of permanent exclusions	Number of lunchtime exclusions
Pupils with SEN provision 'E' – education, health and care plan		[D5]	[D5a]	[D5b]
Pupils with SEN provision 'K' – SEN support		[D6]	[D6a]	[D6b]
Pupils with no SEN provision (code 'N')		[D7]	[D7a]	[D7b]

## Business rules

Applies to schools with <Phase> equals 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
D1	<Reason> - code values from codeset CS010	
D2	<Reason> – descriptions from codeset CS010	
D3	Number of exclusions with <Category> equals 'FIXD' and <Reason> equals 'PP', etcetera	
D3a	Number of exclusions with <Category> equals 'PERM' <Reason> equals 'PP', etcetera	

Rule number	Rule specification	Notes
D3b	Number of exclusions with <Category> equals 'LNCH' <Reason> equals 'PP', etcetera	
D5	Number of exclusions with <Category> equals 'FIXD' and for pupils with <SENprovision> equals 'E'	
D5a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'E'	
D5b	Number of exclusions with <Category> equals 'LNCH' and for pupils with <SENprovision> equals 'E'	
D6	Number of exclusions with <Category> equals 'FIXD' and for pupils with <SENprovision> equals 'K'	
D6a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'K'	
D6b	Number of exclusions with <Category> equals 'LNCH' and for pupils with <SENprovision> equals 'K'	
D7	Number of exclusions with <Category> equals 'FIXD' and for pupils with <SENprovision> equals 'N'	
D7a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'N'	
D7b	Number of exclusions with <Category> equals 'LNCH' and for pupils with <SENprovision> equals 'N'	

**Table 14: Attendance information for the 2019 spring term (terms 3 and 4) for all pupils aged between 5 and 15 years as at 31/08/2018 [Not for: Nursery school]**

## Output

**Table 14: Attendance information for the 2019 spring term (terms 3 and 4) for all pupils aged between 5 and 15 years as at 31/08/2018 [Not for: Nursery school]**

Number of pupils on roll for at least one session in the 2019 spring term	[E1]
Number of pupils with at least one absence in the 2019 spring term	[E2]
Percentage of pupils with at least one absence in the 2019 spring term	[E3]
<b>Total sessions possible for all pupils</b>	[E4]
Total sessions missed due to authorised absence for all pupils	[E5]
Total sessions missed due to unauthorised absence for all pupils	[E7]
<b>Total sessions missed due to overall (authorised plus unauthorised) absence for all pupils</b>	[E9]
Authorised absence as percentage of total sessions possible	[E6]

Unauthorised absence as percentage of total sessions possible	[E8]
<b>Overall (authorised plus unauthorised) absence as percentage of total session possible</b>	[E10]
Number of pupils whose overall absence rate is greater than or equal to 10 per cent and are therefore identified as a persistent absentee in this term	[E11]
Percentage of pupils whose overall absence rate is greater than or equal to 10 per cent and are therefore identified as a persistent absentee in this term	[E12]

Attendance information is not collected for boarding pupils. Information in Table 14 includes those pupils on roll on census day and those who are no longer at the school but who attended at least one session during the term covered.

## Business rules

Applies to schools with <Phase> = PS, MP, MS, SS, AT, SP or PR

Rule number	Rule specification	Notes
E1	Count cases of on and off roll records for pupils where <SessionsPossible> are greater than zero and <DOB> to derive age greater than or equal to 5 and age less than or equal to 15 as at 2018-08-31 and <Boarder> equals "N" or not present - set these pupil records as scope	
E2	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present count cases of on and off roll records for pupils where one of <SessionsAuthorised>, <SessionsUnauthorised> or [<AbsenceSessions> for any <AttendanceReason> excluding 'Y'] are greater than zero	
E3	(E2 divided by E1) multiplied by 100 (to 2 decimal places)	
E4	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present, SUM(<SessionsPossible>) for all pupils on and off roll	
E5	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present for each on and off roll records for pupils, IF (E2 > 0) THEN a1 = SUM(<AttendanceReason> codes 'I', 'M', 'R', 'S', 'T', 'H', 'E', 'C') ELSE a1 = <SessionsAuthorised> E5 equals SUM (a1)	
E6	(E5 divided by E4) multiplied by 100 (to 2 decimal places)	

Rule number	Rule specification	Notes
E7	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present for each on and off roll records for pupils, IF (E2 is greater than zero) THEN b1 equals SUM(<AttendanceReason> codes 'G', 'U', 'O', 'N') ELSE b1 equals <SessionsUnauthorised> E7 equals SUM (b1)	
E8	(E7 divided by E4) multiplied by 100 (to 2 decimal places)	
E9	E5 plus E7	
E10	(E9 divided by E4) multiplied by 100 (to 2 decimal places)	
E11	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present, count of pupils where the (sum of <SessionsAuthorised> and <SessionsUnauthorised> or [<AbsenceSessions> for all <AttendanceReason> excluding 'Y']) divided by <SessionsPossible> multiplied by 100 is greater than or equal to 10	
E12	(E11 divided by E1) multiplied by 100 (to 2 decimal places)	

**Table 15: Attendance information for the 2019 spring term (terms 3 and 4) for all pupils aged 4 years as at 31/08/2018 [Not for: Nursery school]**

## Output

**Table 15: Attendance information for the 2019 spring term (terms 3 and 4) for all pupils aged 4 years as at 31/08/2018 [Not for: Nursery school]**

Rule	Number
Number of 4 year old pupils on roll for at least one session in the 2019 spring term	[E1a]
Number of 4 year old pupils with at least one absence in the 2019 spring term	[E2a]
Percentage of 4 year old pupils with at least one absence in the 2019 spring term	[E3a]
Total sessions possible for all 4 year old pupils	[E4a]
Total sessions missed due to overall absence for all 4 year old pupils	[E9a]
Overall absence as percentage of total sessions possible	[E10a]

Attendance information is **NOT** collected for boarding pupils. Information in Table 15 includes those pupils on roll on census day and those who are no longer at the school but who attended at least one session during the term covered.

Pupils aged 4 are of non-compulsory school age and so the concept of unauthorised absence does not apply to them. No distinction is therefore made between unauthorised and authorised absence in Table 15. Schools are not obliged to use individual attendance codes for these pupils. If they do not wish to use the codes they should provide the total number of absences by recording them as authorised. Absences reported this way will be recorded as overall absence. Although it is not anticipated that individual attendance codes for authorised absence will be used for these pupils, the codes ('G', 'U', 'O' and 'N') have been included in the business rules for completeness.

## Business rules

Applies to schools with <Phase> equals 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
E1a	Count cases of on and off roll records for pupils where <SessionsPossible> greater than zero and <DOB> to derive age equals 4 as at 2018-08-31 and <Boarder> is "N" or not present - set these pupil records as scope	
E2a	Where age equals 4 and <Boarder> is "N" or not present, count cases of on and off roll records for pupils where one of <SessionsAuthorised> or [<AbsenceSessions> for any <AttendanceReason> excluding 'Y'] are greater than zero	
E3a	(E2a divided by E1a) multiplied by 100 (to 2 decimal places)	
E4a	Where age equals 4 and <Boarder> is "N" or not present, SUM<SessionsPossible> for all pupils on and off roll	
E9a	Where age equals 4 and <Boarder> is "N" or not present, for each on and off roll records for pupils, IF (E2 greater than zero) THEN a1 equals SUM codes 'I', 'M', 'R', 'S', 'T', 'H', 'E', 'C', 'G', 'U', 'O', 'N') ELSE a1 equals <SessionsAuthorised> E9a equals SUM (a1)	
E10a	(E9a divided by E4a) multiplied by 100 (to 2 decimal places)	

**Table 16: Admission appeals [ALL schools][Note: Primary admissions appeals include Infant admissions appeals]**

## Output

**Table 16: Admission appeals [ALL schools]**

This table does not apply to the summer census as admission appeals data is only collected in the spring census

### **Table 17: Classes as taught at the school's selected time [For: Primary only]**

#### **Output**

**Table 17: Classes as taught at the school's selected time [For: Primary only]**

This table does not apply to the summer census as classes taught information is only collected in the spring census

### **Table 18: Classes as taught at the school's selected time [For: Middle-deemed primary and middle-deemed secondary only]**

#### **Output**

**Table 18: Classes as taught at the school's selected time [For: Middle-deemed primary and middle-deemed secondary only]**

This table does not apply to the summer census as classes taught information is only collected in the spring census

### **Table 19: Classes as taught at the school's selected time [For: Secondary only]**

#### **Output**

**Table 19: Classes as taught at the school's selected time [For: secondary only]**

This table does not apply to the summer census as classes taught information is only collected in the spring census



## Table 20: Classes as taught at the school's selected time [For: All-through only]

### Output

**Table 20: Classes as taught at the school's selected time [For: All-through only]**

This table does not apply to the summer census as classes taught information is only collected in the spring census

## Table 21: Pupil reconciliation [Not for: Nursery school, special and PRU]

### Output

**Table 21: Pupil reconciliation [Not for: Nursery school, special and PRU]**

This table does not apply to the summer census as pupil reconciliation data is only collected in the spring census

## Table 22: Universal infant school meals [ALL schools – with appropriate pupils]

### Output

**Table 22: Universal infant school meals [ALL schools – with appropriate pupils]**

NC Year Group	Number of pupils on roll	of which	
		School lunch taken on census day	Currently FSM eligible on census day
Reception	[J11]	[J12]	[J13]
Year '1'			
Year '2'			
Year 'X' – pupils aged 4 to 6 only			
<b>Total infant pupils</b>			

## Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
J11	Count all pupils on roll where <NCyearActual> equals 'R', etcetera	
J12	Count all pupils on roll where <NCyearActual> equals 'R' AND <SchoolLunchTaken> equals 'true' or '1', etcetera	
J13	Count all pupils on roll where <NCyearActual> equals 'R' AND [<FSMstartDate> is on or before census day and <FSMendDate> is on census day or not present], etcetera	
Year 'X'	For Year X pupil born between 2011-09-01 and 2014-08-31 inclusive.	Date for 4 to 6 year olds only

## Post 16 learning aims

If learners have dual registration it is important that their learning aims are assigned to the school which holds their main registration. Schools should not submit learning aims in respect of subsidiary registrations. In the following tables figures relating to the previous academic year and / or to learning aims for learners no longer on roll may include learners who were dually registered with the school. Checks may need to be made with relevant staff in the school as to the registration status of such pupils as this information may not be available from the MIS.

### **Table 23: Post 16 learning aims - number of learners with learning aims which started this academic year - from 1 August 2018, or which are continuing from previous academic year(s) [For: Secondary, all-through and PRU]**

## Output

**Table 23: Post 16 learning aims - number of learners with learning aims which started this academic year - from 1 August 2018, or which are continuing from previous academic year(s) [For: Secondary, all-through and PRU]**

This table does not apply to the summer census as learning aims data is only collected in the autumn census

**Table 24: Post 16 learning aims - number of learners with learning aims which were active in the previous academic year from 1 August 2017 to 31 July 2018 [For: Secondary, secondary, all-through and PRU]**

**Output**

**Table 24: Post 16 learning aims - number of learners with learning aims which were active in the previous academic year from 1 August 2017 to 31 July 2018 [For: Secondary, all-through and PRU]**

This table does not apply to the summer census as learning aims data is only collected in the autumn census

**Table 25: Post 16 learning aims - number of learning aims which started this academic year - from 1 August 2018 or continued from previous academic year(s) [For: Secondary, all-through and PRU]**

**Output**

**Table 25: Post 16 learning aims - number of learning aims which started this academic year - from 1 August 2018 or continued from previous academic year(s) [For: Secondary, all-through and PRU]**

This table does not apply to the summer census as learning aims data is only collected in the autumn census

**Table 26: Post 16 learning aims - number of learning aims which were active in the previous academic year from 1 August 2017 to 31 July 2018 [For: Secondary, all-through and PRU]**

**Output**

**Table 26: Post 16 learning aims - number of learning aims which were active in the previous academic year from 1 August 2017 to 31 July 2018 [For: Secondary, all-through and PRU]**

This table does not apply to the summer census as learning aims data is only collected in the autumn census

## **Table 27: Maths and English prior attainment (for block 2 disadvantage funding) [For: Secondary, all-through and PRU]**

### **Output**

**Table 27: Maths and English prior attainment (for block 2 disadvantage funding) [For: Secondary, all-through and PRU]**

This table does not apply to the summer census as learning aims data is only collected in the autumn census

## **Table 28: Maths and English funding exemptions [For: Secondary, all-through and PRU]**

### **Output**

**Table 28: Maths and English funding exemptions [For: Secondary, all-through and PRU]**

This table does not apply to the summer census as learning aims data is only collected in the autumn census

## **Table 29: Number of pupils by planned learning; planned employability, enrichment and pastoral; and, planned learning and planned employability, enrichment and pastoral hours band [For: Secondary, all-through and PRU]**

### **Output**

**Table 29: Number of pupils by planned learning; planned employability, enrichment and pastoral; and, planned learning and planned employability, enrichment and pastoral hours band [For: Secondary, all-through and PRU]**

This table does not apply to the summer census as planned hours data is only collected in the autumn census



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