



Department  
for Education

# **School level annual school census (SLASC) 2021**

## **(registered independent schools)**

**Business and technical specification,  
version 1.0**

**July 2020**

# Contents

1 Introduction	4
1.1 Audience and purpose	4
1.2 Statutory requirement	4
1.3 Technical specification	5
1.3 Business rationale	5
1.4 Assumptions	5
1.5 Coverage and timings	6
1.6 Collection timing	6
1.7 Changes from the 2020 SLASC specifications	6
2 Structure and guidance	7
2.1 Outline data content	7
2.2 Message header	7
3 Guidance section	8
3.1 Overall description and scope	8
3.2 Outline data content	8
3.3 Section 1 – general school information	8
3.4 Section 2 - school accommodation	9
3.5 Section 3 - annual fees	9
3.6 Section 4 - pupils on register	9
3.7 Section 5 - pupils with special educational needs (SEN)	12
3.8 Section 6: boarding information	13
3.9 Section 7 – teaching staff (excludes non-teaching staff)	13
3.10 Section 8 - courses of study for pupils aged 15 and over	15
3.11 Section 9 - final year of key stage 4 (KS4) study	15

3.12 Nil returns	16
3.13 Annex A: teachers - new appointments and leavers	16
3.14 Annex B: education non-teaching staff - new appointments and leavers	16
3.15 Annex C: part a - individual proprietors	18
3.16 Annex C: part bi – proprietors which are a corporate or unincorporated body	20
3.17 Annex C: part bii – chair of proprietorial body	20
3.18 Annex C: part biii - newly appointed members of the proprietor body on or after January 2020	17 20
4 Data return formats	21
4.1 Special notes for XML returns	21
5 Data validation rules	22
6 Resubmission guidance	23
7 Valid values	24
7.1 Local authority codes	24
7.2 Establishment number	24
8 General notes	25
Annex A - XML message structure	26
A1 overall XML message structure	26
A2 header XML message structure	27
A3 school XML message structure	28
Version history	43

# 1 Introduction

## 1.1 Audience and purpose

This document specifies the data to be returned to the department during the 2021 school level annual school census (SLASC) for registered independent schools and applies to registered independent schools only.

New or changed items (from the 2020 SLASC collection) are highlighted in yellow. Where the language used within the document has been updated / amended – but the intent of the paragraph / sentence has not altered (and no new items / elements have been added) - such updates / amendments have not been marked as changes. All dates within the document have been updated and are not highlighted as changes, as these are not new items.

## 1.2 Statutory requirement

Completion of the census is a statutory requirement under the [Independent Educational Provision in England \(Provision of Information\) and Non-Maintained Special Schools \(England\) and Independent School Standards \(Amendment\) Regulations 2018](#)

which are made under the [Education and Skills Act 2008](#).

A statutory requirement:

- provides a
  - lawful basis for processing
  - purpose for processingas required by the General Data Protection Regulation (GDPR)<sup>1</sup>
- means that independent schools do not need to obtain staff consent to the provision of information
- ensures independent schools are protected from any legal challenge that they are breaching a duty of confidence to staff.
- helps to ensure that returns are completed by independent schools

---

<sup>1</sup> The Information Commissioners' Office (ICO) guidance on GDPR states: 'Your privacy notice should include your lawful basis for processing as well as the purpose of the processing.' For the data items collected for the purposes of this census, the regulations quoted above provide both a lawful basis and a purpose of such processing. Registered independent schools may have other lawful basis' for collection and other reasons for processing.

- means that all census elements are mandatory unless specifically stated to be voluntary

It should be noted that: where a school proprietor fails to ensure that the school completes the census, such a school can be removed from the register of independent schools. Such de-registration can be the subject of an appeal to the First Tier Tribunal.

## 1.3 Technical specification

The technical specification for the 2020 collection is comprised of the following documents:

- this MS Word document, containing a narrative together with sample XML messages
- the common basic data set ([CBDS](#)) MS Excel workbook
- the validation rules in an MS Excel workbook

A guide is also produced to inform registered independent schools, in non-technical terms, of the data collection requirements and to advise on what data is to be provided. This documentation is available on the department's [website](#).

The scope of the census collection (which pupils and data items are included within the census) is defined by this MS Word document and not by the validation rules. The validation rules are provided to assist software suppliers in the development of their systems and to enable a check of the data extracted for the collection.

## 1.3 Business rationale

The following factors are the business drivers behind this approach:

- it is consistent with the overall vision behind the data sharing protocol of collecting data once and using it many times
- it is based on the principle that schools are expected to hold / manage data or have data held on their behalf so that they can access and extract it

## 1.4 Assumptions

Assumptions made in creating this specification:

- this specification is for a return using the department's COLLECT system as the data collection mechanism; this is the department's preferred data collection method

- where returns are generated from the school's management information system (MIS), the department will only accept submissions in XML format
- returns via direct manual input to the COLLECT system may also be made

## **1.5 Coverage and timings**

All registered independent schools are required to capture the data specified for the 2021 census. The data is collected via the department's COLLECT system from the 21 January 2021. The statutory return deadline is 21 February 2021.

## **1.6 Collection timing**

The school level annual school census for registered independent schools is collected on an annual basis. The census date is the third Thursday in January (21 January 2021).

## **1.7 Changes from the 2020 SLASC specifications**

There are no changes to data items for the 2021 collection

## 2 Structure and guidance

### 2.1 Outline data content

Each return from a school will consist of a header and one or more school modules.

### 2.2 Message header

A standard XML message header is required for each census file. Annex A of this specification contains a sample XML message header. The data items required within the header are as follows:

Survey Collection Name <Collection> (N00600) will be SLASC. <i>Description: name of the data collection that is: SLASC.</i>
Survey Year <Year> (N00602) will be 2021. <i>Description: the year of the collection.</i>
Survey Reference Date <ReferenceDate> (N000603) will be 2021-01-21. <i>Description: the reference date is normally the day of the census or collection. It is used as the baseline date from which comparisons with other dates in the return can be made.</i>
Source Level <SourceLevel> (N00604) will be S. <i>Description: must be set to S for a school system (local authority level code L is not applicable for this collection).</i>
Local authority <LA>, (N00216) is the local authority number. <i>Description: standard departmental three-digit local authority number.</i>
Estab <Estab>, (N00279) will be mandatory and the tags should be included in the XML. <i>Description: standard departmental four-digit establishment number.</i>
Software Code <SoftwareCode> (N00605) is the code indicating the software supplier. This is allocated by the supplier. <i>Description: software product identification. Suppliers must advise the department of the code used.</i>
Release <Release> (N00607) is a code / date (or combination) provided by the software supplier to assist in identification. <i>Description: software product identification.</i>
X version <Xversion> (N00608). <i>Description: Version number of the XML / XSLT package provided by the department if used or "not used" if the software supplier produces their own XSLT.</i>
Serial No <SerialNo> (N00606) will start at 001 and then be incremented by 1 each time a new file is prepared for submission. <i>Description: an incremented number generated by a provider's software. Enables data collection systems to identify re-submissions.</i>
Date / Time <DateTime> (N00609) is the date and time when the file was prepared or generated in CCYY-MM-DDThh:mm:ss format. <i>Description: date and time of generation of the return.</i>

## 3 Guidance section

### 3.1 Overall description and scope

The details below describe the 2021 school level annual school census collection for registered independent schools.

### 3.2 Outline data content

The census return contains a number of modules for each school. All data items included in each of the modules are defined within the common basic dataset ([CBDS](#)).

### 3.3 Section 1 – general school information

This section contains general information and contact details for the school and which consists of the following elements:

#### 3.3.1 School

##### a) Direct input via COLLECT

- name
- main school address
- postcode
- telephone number
- headteacher's name (title, forename and surname)
- school email address <Email> (N00220)

##### b) Either direct input via COLLECT or input via XML from MI system

- census contact email address <ContactEmail> (N00220) – Please note: this uses the same standard as <Email> and therefore uses the same data item number. As there are two email address fields within the same container, the XML tag is amended to provide differentiation.
- contact name (for enquiries) <Contact> (N00232)
- contact telephone number <PhoneNo> (N00231)



### 3.3.2 Charity

- name <CharityName> (N00502)
- registered number <CharityNumber> (N00503)

Please note: COLLECT is pre-populated with the information shown above and only amendments to the above data are required with the exception of the school contact name, telephone number, school email address and census contact email address. Amendments can only be made manually on COLLECT and therefore are not included within the XML structure. For any such amendment, the data origin is always uploaded first, with any data amendments subsequently uploaded.

### 3.4 Section 2 - school accommodation

Data item <SchoolAccommodationChange> (N00305) records, via a 'Yes' / 'No' query, whether there have been any changes to the school's accommodation which have not yet been notified to the department. Where the answer is 'Yes' full details must be provided using <SchoolAccommodationChangeDetails> (N00306).

### 3.5 Section 3 - annual fees

The annual fees charged by the school are recoded using the following data items:

- lowest annual day fees <LowestAnnFeeDayPups> (N00307)
- lowest annual boarding fees <LowestFeeBoardingPups> (N00308)
- highest annual day fees <HighestAnnFeeDayPups> (N00309)
- highest annual boarding fees <HighestAnnFeeBoardingPups> (N00310)

Annual fees		
	Day pupil annual rate	Boarding pupil annual rate
Lowest annual fee charged per pupil		
Highest annual fee charged per pupil		

### 3.6 Section 4 - pupils on register

This section records the pupils registered at the school on census day.

#### 3.6.1 All pupils on the register on census day

Full and part-time pupils (split by boys and girls) are recorded by age.

Age on 31/08/19	Date of birth	Full time		Part time	
		Boys	Girls	Boys	Girls
19 and over	DOB on or after 2001-08-31				
18	DOB is between 2001-09-01 and 2002-08-31 inclusive				
17	DOB is between 2002-09-01 and 2003-08-31 inclusive				
16	DOB is between 2003-09-01 and 2004-08-31 inclusive				
15	DOB is between 2004-09-01 and 2005-08-31 inclusive				
14	DOB is between 2005-09-01 and 2006-08-31 inclusive				
13	DOB is between 2006-09-01 and 2007-08-31 inclusive				
12	DOB is between 2007-09-01 and 2008-08-31 inclusive				
11	DOB is between 2008-09-01 and 2009-08-31 inclusive				
10	DOB is between 2009-09-01 and 2010-08-31 inclusive				
9	DOB is between 2010-09-01 and 2011-08-31 inclusive				
8	DOB is between 2011-09-01 and 2012-08-31 inclusive				
7	DOB is between 2012-09-01 and 2013-08-31 inclusive				
6	DOB is between 2013-09-01 and 2014-08-31 inclusive				
5	DOB is between 2014-09-01 and 2015-08-31 inclusive				
4	DOB is between 2015-09-01 and 2015-12-31 inclusive				
	DOB is between 2016-01-01 and 2016-03-31 inclusive				
	DOB is between 2016-04-01 and 2016-08-31 inclusive				

Age on 31/08/19	Date of birth	Full time		Part time	
		Boys	Girls	Boys	Girls
3	DOB is between 2016-09-01 and 2016-12-31 inclusive				
	DOB is between 2017-01-01 and 2017-03-31 inclusive				
	DOB is between 2017-04-01 and 2017-08-31 inclusive				
2	DOB is between 2017-09-01 and 2018-08-31 inclusive				
1	DOB is between 2018-09-01 and 2019-08-31 inclusive				
Under 1	DOB is 2019-09-01 or later				
Totals					

The totals of each type are to be auto summed.

### 3.6.2 Total number of pupils on the register on Thursday 21 January 2021

The total number of pupils on the register must equal the total provided at 3.6.1 above.

Total number of pupils on the register on Thursday 21 January 2021	
Total pupils on register at 2021-01-21	

Please note: zeros are required in total fields, but not in other fields. This fields must be a manual input.

### 3.6.3 Boarding school bed availability

How many beds are available (occupied and unoccupied) on the census date in boarding accommodation	
Number of beds <ApprovedPlaces> (N00311)	

### 3.6.4 Boarding pupils on the register on Thursday 21 January 2021 included in 3.6.1

Boarding pupils on the register on Thursday 21 January 2021 included in 3.6.1	
Number of boy boarders <BoardingBoys> (N00421)	
Number of girl boarders <BoardingGirls> (N00422)	

### 3.6.5 Pupils looked after

The number of pupils who, at 21 January 2021, are looked after by a local authority within the meaning of Section 22 of the Children Act 1989 <PupilsInCare> (N00423).

Pupils looked after by local authority	
Number of pupils	

### 3.7 Section 5 - pupils with special educational needs (SEN)

Where schools have pupils with SEN, the numbers of pupils are recorded by SEN registration type. Where a school does not have pupils with SEN, the field is filled with a zero.

Number of pupils with SEN by registration type	
Number of pupils (full and part-time) for whom an education, health and care (EHC) plan is maintained by the local authority <PupsSENStatement> (N00425)	
Number of pupils (full and part-time) with SEN support but no education, health and care (EHC) plan <PupsSENNoStatement> (N00426)	

## 3.8 Section 6: boarding information

This applies to all schools.

### 3.8.1 Children's home

Is your school a children's home			
If 'Yes': <ChildrensHome> (N00642) – please provide the Ofsted social care number		If 'No': <ChildrensHome> (N00642) – continue on to next question	
Where <ChildrensHome> equals 'Yes' please provide the <OfstedSCno> (N00643) Ofsted social care registration number - format SC999999 or 9999999			

### 3.8.2 Accommodation over 295 days

The number of pupils provided with accommodation at the school for more than 295 days, or elsewhere under arrangements made by the school's proprietor, in each of the 2 preceding years and the intended figure for the next year.

Have you provided pupils with accommodation for more than 295 days per year in either of the past two years, or do you intend to in the forthcoming year?			
If 'Yes': <Accomm295Day> (N00507) – provide details below		If 'No': <Accomm295Day> (N00507) – continue on to section 7	

### 3.8.3 Number of pupils provided with accommodation

Number of pupils provided with accommodation	
How many pupils were provided with accommodation in the period 01 January 2019 to 31 December 2019? <BoardingPupilsRefyearMinus2> (N00312)	
How many pupils were provided with accommodation in the period 01 January 2020 to 31 December 2020? <BoardingPupilsRefyearMinus1> (N00313)	
How many pupils will be provided with accommodation in the period 01 January 2021 to 31 December 2021? <BoardingPupilsForthcommingYr> (N00314)	

## 3.9 Section 7 – teaching staff (excludes non-teaching staff)

Total number of teaching staff employed in week commencing 18 January 2021 split into male / female and full / part-time with total hours for part time staff – to the nearest whole number.

### 3.9.1 Full-time teaching staff

These data items record the number of full-time teaching staff by:

Number of full-time teaching staff	
Number of men teaching <TeachFTMen> (N00315)	
Number of women teaching <TeachFTWom> (N00316)	

### 3.9.2 Part-time teaching staff

These data items record the number of part-time teaching staff by:

Number of part-time teaching staff	
Number of men teaching <TeachPTMen> (N00317)	
Total hours per week excluding lunch hours teaching <TeachPTMenHrs> (N00318)	
Number of women teaching <TeachPTWom> (N00319)	
Total hours per week excluding lunch hours teaching <TeachPTWomHrs> (N00320)	

Please note: the range of average part time hours has been amended so that averages of more than 25 hours and less than 1 hour are queried. Please see validation rules 870cQ and 870dQ.

### 3.9.3 Inclusions and exclusions

**(a) Include:**

- teaching staff on short term paid absence (less than a term)
- relief teaching staff filling vacancies
- relief teaching staff covering long term absence (a term or more)

**(b) Exclude:**

- teaching staff on long term absence (a term or more)
- relief teaching staff covering short term absence
- any other vacancies not filled by relief teaching staff
- non-teaching staff
- student teachers on school centred initial teacher training (ITT) courses

### 3.10 Section 8 - courses of study for pupils aged 15 and over

This section requires the total number of pupils taking each type of qualification by age group. Pupils are entered on one of the courses only. Where the pupil is undertaking a mixture of courses, only the main course of study is recorded.

#### 3.10.1 Courses of study for boys

Boys in full time and part time education	Age on 31/08/2020			
	15	16	17	18 and over
Principal aim of study				
Level 4 and above				
International Baccalaureate				
GCE 'A' level Pre-U Principal GCE AS level Pre-U short CRSE				
Other level 3 equivalents (such as: BTEC National Diploma)				
GCSE / IGCSE				
Other level 2 courses				
Other level 1 courses				
Other courses				
Totals				

#### 3.10.2 Courses of study for girls

Girls in full time and part time education	Age on 31/08/2020			
	15	16	17	18 and over
Principal aim of study				
Level 4 and above				
International Baccalaureate				
GCE 'A' level Pre-U Principal GCE AS level Pre-U short CRSE				
Other level 3 equivalents (such as: BTEC National Diploma)				
GCSE / IGCSE				
Other level 2 courses				
Other level 1 courses				
Other courses				
Totals				

Please note: the totals in each age group within the tables at 3.10.1 and 3.10.2 above must agree with the relevant totals for pupils on the register (paragraph [3.6.1](#) above) in section 6.

### 3.11 Section 9 - final year of key stage 4 (KS4) study

The number of pupils who are in their final year of KS4 (regardless of age).

Number of pupil in the final year of key stage 4	
Number of boys <CBoysFinalYrKS4> (N00491)	
Number of girls <CGirlsFinalYrKS4> (N00492)	

### 3.12 Nil returns

Boolean fields to indicate either leaver or new appointment records for teachers, education ancillary staff (non-teaching and ancillary staff), new proprietors, chair-person and board members.

### 3.13 Annex A: teachers - new appointments and leavers

This section requires the following details for all new teaching appointments on or after 17 January 2020 and those teachers who have left after that date.

#### 3.13.1 New teaching appointments

New teaching appointments	
Full-time (F), part-time (P) or the head teacher (H) <PostHeld> (N00498)	
Surname <Surname> (N00003)	
Previous surname (most recent) <PreviousSurname> (N00499)	
First name(s) <FirstName> (N00500)	

#### 3.13.2 Teachers who have left

Teachers who have left	
Full-time (F), part-time (P) or the head teacher (H) <PostHeld> (N00498)	
Surname <Surname> (N00003)	
Previous surname (most recent) <PreviousSurname> (N00499)	
First name(s) <FirstName> (N00500)	

### 3.14 Annex B: education non-teaching staff - new appointments and leavers

This section requires the following details for all non-teaching staff that have been newly appointed or have left on or after 16 January 2020.

#### 3.14.1 New non-teaching staff appointments

New non-teaching staff appointments	
Full-time (F), part-time (P) or the head teacher (H) <PostHeld> (N00498)	
Surname <Surname> (N00003)	



<b>New non-teaching staff appointments</b>	
Previous surname (most recent) <PreviousSurname> (N00499)	
First name(s) <FirstName> (N00500)	
Post title <PostTitle> (N00506)	

### 3.14.2 Non-teaching staff who have left

Non-teaching staff who have left	
Full-time (F), part-time (P) or the head teacher (H) <PostHeld> (N00498)	
Surname <Surname> (N00003)	
Previous surname (most recent) <PreviousSurname> (N00499)	
First name(s) <FirstName> (N00500)	
Post title <PostTitle> (N00506)	

### 3.15 Annex C: part a - individual proprietors

This section requires the following details for all proprietors:

Individual proprietors	
Surname <Surname> (N00003)	
Previous surname (most recent) <PreviousSurname> (N00499)	
First name(s) <FirstName> (N00500)	
Date of birth <PersonBirthDate> (N00066)	
National insurance number <NINumber> (N00538)	
Residential address – see <a href="#">3.15.1</a> below	
Postcode <PostCode> (N00037)	
Telephone number <PhoneNo> (N00231)	
Proprietor email address <Email> (N00220)	
Change on or after previous census <Change> (N00620)	

#### 3.15.1 Residential address format

The residential address is provided:

- Either, in BS7666 format:
  - SAON <SAON> (N00030)
  - PAON <PAON> (N00031)
  - Street <Street> (N00032)
  - Locality <Locality> (N00033)
  - Town <Town> (N00034)
  - administrative area <AdministrativeArea> (N00035)
  - post town <PostTown> (N00036)
- Or, in line address format:
  - address line 1 <AddressLine1> (N00040)
  - address line 2 <AddressLine2> (N00041)
  - address line 3 <AddressLine3> (N00042)

- address line 4 <AddressLine4> (N00043)
- address line 5 <AddressLine5> (N00044)

For both formats

- postcode <PostCode> (N00037)
- telephone number <PhoneNo> (N00231)
- proprietor email address <Email> (N00220)
- change on or after previous census <Change> (N00620)

### 3.16 Annex C: part bi – proprietors which are a corporate or unincorporated body

This section requires the following details:

Proprietors which are a corporate or unincorporated body	
Name of body <BodyName> (N00621)	
Address of body – see <a href="#">3.15.1</a> for formats	
Postcode <PostCode> (N00037)	
Telephone number <PhoneNo> (N00231)	
Proprietor body email address <Email> (N00220)	

### 3.17 Annex C: part bii – chair of proprietorial body

Chair of proprietorial body	
Surname <Surname> (N00003)	
Previous surname (most recent) <PreviousSurname> (N00499)	
First name(s) <FirstName> (N00500)	
Date of birth <PersonBirthDate> (N00066)	
National insurance number <NINumber> (N00538)	
Residential address – see <a href="#">3.15.1</a> for formats	
Postcode <PostCode> (N00037)	
Change on or after previous census <Change> (N00620)	

### 3.18 Annex C: part biii - newly appointed members of the proprietor body on or after 17 January 2020

Individual proprietors	
Surname <Surname> (N00003)	
Previous surname (most recent) <PreviousSurname> (N00499)	
First name(s) <FirstName> (N00500)	
Date of birth <PersonBirthDate> (N00066)	
National insurance number <NINumber> (N00538)	
Residential address – see <a href="#">3.15.1</a> below	
Postcode <PostCode> (N00037)	
Telephone number <PhoneNo> (N00231)	
New member email address <Email> (N00220)	

## 4 Data return formats

A submission file from the school is to be provided in a XML file structure as described in Annex A of this specification. Where an optional item is not included then the associated XML tag should also be omitted. Where a mandatory item is omitted then an error will be generated.

### 4.1 Special notes for XML returns

The standard XML entity references should be used for the following special characters:

Character	Entity reference
Ampersand (&)	&amp;
Left angle bracket (<)	&lt;
Right angle bracket (>)	&gt;
Single quote / apostrophe (')	&apos;
Double quotes (")	&quot;

For special characters such as é use a character reference such as &#233. This produces a generic XML file which can be viewed as such in a suitable browser. Details of all such characters are found within the XML standard documentation; see for example [WC3](#), section 2.2.

It is expected that all numeric data will be supplied as integers.

## 5 Data validation rules

This section specifies validation rules that are applied to the data by the department, using COLLECT. They should also be applied, as far as possible, by schools prior to loading the data into the COLLECT system and any issues resolved before continuing with the upload to COLLECT. Those data items included in the specification but not appearing in the validation rules, that is: those not shown in the validation rules as must be present - should be supplied where available. The rules also show which validations are errors and which ones are queries. An error is a failed validation check that must be corrected. A query is one which must be investigated, and potentially corrected or explained, as it identifies data that we would not usually expect and may be invalid.

Syntax:

- validation checks are expressed as conditions that must be true (errors) or that should be true (queries). The error message shows what is displayed if the condition fails
- data items are indicated using the XML tag with the CBDS number in parentheses where this number is available. Many data items do not have CBDS numbers. CBDS tends mostly to cover individual data items not aggregate sums of pupil numbers against certain characteristics
- data groups are indicated using the XML tag only
- single dates or date ranges are sometimes defined in relation to the <ReferenceDate> (N00603), which is taken from the XML header

## 6 Resubmission guidance

When resubmissions are required the serial number in the header must be incremented by the provider's software. Only a whole file can be resubmitted therefore a resubmission will delete and replace all of the data contained in the previous submission.

## 7 Valid values

Valid item values must be in the list or range specified in the common basic dataset, ([CBDS](#)) - subject to the exceptions and restrictions below.

Currently not all the specification is in line with CBDS. This is because data items are mainly aggregations. CBDS mainly covers individual data items not aggregate sums of pupil numbers against certain characteristics.

### 7.1 Local authority codes

Local authority codes [CBDS number (N00216), codeset CS003] for this collection only covers local authorities in England. Coverage also excludes local authority codes:

- 001, 003, 167;
- codes starting with 6 and 7;
- XXX, MMM and NAA.

### 7.2 Establishment number

Establishment number [CBDS number (N00279)] for this collection only covers the following ranges:

- 6000-6899 Independent



## 8 General notes

### XML file generic naming conventions

The following file naming conventions apply: the file extension will be XML. The file name shall be constructed from the following components:

- origin identifier consisting of the local authority number followed by the establishment number (7 digits) – such as: '8016000'
- census / data extraction type where 'IND1' indicates that it is an independent school file containing aggregated school level data relating to the January school level annual school census (SLASC)
- destination identifier where the first three characters are the local authority number, fourth / fifth characters are 'LL' and the sixth / seventh characters are the last two digits of the year (7 characters) – such as: '801LL20'
- serial number (3 digits) – such as: '001'
- The components should be separated by underscore characters (\_).

An example of an 'IND SLASC' file:

- 8016000\_IND1\_801LL20\_001.XML

The total file name length equals 28 characters.

# Annex A - XML message structure

## A1 overall XML message structure

SLASC census 2021 - overall message structure
<?xml version="1.0" encoding="UTF-8"?>
<Message>
<Header>
See A2 below for details
</Header>
<School>
See A3 below for details
</School>
</Message>

## A2 header XML message structure

A standard XML message header is required for each independent school census file. The data items should be populated according to the guidance in section 2 of this specification. The layout is as follows:

SLASC 2021 - header structure	
	<Header>
	<CollectionDetails>
N00600	<Collection>SLASC</Collection>
N00602	<Year>2021</Year>
N00603	<ReferenceDate>2021-01-21</ReferenceDate>
	</CollectionDetails>
	<Source>
N00604	<SourceLevel>S</SourceLevel>
N00216	<LA>999</LA>
N00147	<Estab>9999</Estab>
N00605	<SoftwareCode>AcmeMIS</SoftwareCode>
N00607	<Release>1.4 2017-10-14</Release>
N00608	<Xversion>1.0</Xversion>
N00606	<SerialNo>001</SerialNo>
N00609	<DateTime>2021-01-21T11:14:05</DateTime>
	</Source>
	</Header>

## A3 school XML message structure

	SLASC 2021 – school XML message structure	Notes and field lengths ('a' = 'alpha'; 'n' = numeric)
	<School>	
	<SchoolContact>	
N00220	<Email>school@school.com</Email>	a, n(254) School email address
N00220	<ContactEmail>contact.name@school.com</ContactEmail>	a, n(254) Census contact email address
N00232	<Contact>Forename Surname</Contact>	a(30)
N00231	<PhoneNo>99999999999</PhoneNo>	a(35) Valid characters are 0-9 and a leading '+' (for international numbers)
	</SchoolContact>	
	<Section126and7>	
N00305	<SchoolAccommodationChange>No</SchoolAccommodationChange>	Valid values are 'Yes' or 'No'
N00306	<SchoolAccommChangeDetails></SchoolAccommChangeDetails>	Free text field up to 4000 characters
N00307	<LowestAnnFeeDayPups>999999</LowestAnnFeeDayPups>	n(6) No decimal allowed
N00308	<LowestAnnFeeBoardingPups>999999</LowestAnnFeeBoardingPups>	n(6) No decimal allowed
N00309	<HighestAnnFeeDayPups>999999</HighestAnnFeeDayPups>	n (6) No decimal allowed
N00310	<HighestAnnFeeBoardingPups>999999</HighestAnnFeeBoardingPups>	n(6) No decimal allowed
N00642	<ChildrensHome>Yes</ChildrensHome>	Valid values are 'Yes' or 'No'
N00643	<OfstedSCno>SC999999</OfstedSCno>	Only required where <ChildrensHome> equals 'Yes'
N00507	<Accomm295Day>Yes</Accomm295Day>	Valid values are 'Yes' or 'No'
N00312	<BoardingPupilsRefyearMinus2>9999</BoardingPupilsRefyearMinus2>	n(4)

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00313	<BoardingPupilsRefyearMinus1>9999</BoardingPupilsRefyearMinus1>	n(4)
N00314	<BoardingPupilsForthcomingYr>9999</BoardingPupilsForthcomingYr>	n(4)
	</Section126and7>	
	<TeachingStaff>	
N00315	<TeachFTMen>999</TeachFTMen>	n(3)
N00316	<TeachFTWom>999</TeachFTWom>	n(3)
N00317	<TeachPTMen>999</TeachPTMen>	n(3)
N00318	<TeachPTMenHrs>9999</TeachPTMenHrs>	n(4)
N00319	<TeachPTWom>999</TeachPTWom>	n(3)
N00320	<TeachPTWomHrs>9999</TeachPTWomHrs>	n(4)
	</TeachingStaff>	
	<PORFTBoys>	
N00321	<Boy19Over>999</Boy19Over>	n(3)
N00322	<Boy18>999</Boy18>	n(3)
N00323	<Boy17>999</Boy17>	n(3)
N00324	<Boy16>999</Boy16>	n(3)
N00325	<Boy15>999</Boy15>	n(3)
N00326	<Boy14>999</Boy14>	n(3)
N00327	<Boy13>999</Boy13>	n(3)
N00328	<Boy12>999</Boy12>	n(3)
N00329	<Boy11>999</Boy11>	n(3)
N00330	<Boy10>999</Boy10>	n(3)
N00331	<Boy9>999</Boy9>	n(3)
N00332	<Boy8>999</Boy8>	n(3)
N00333	<Boy7>999</Boy7>	n(3)
N00334	<Boy6>999</Boy6>	n(3)
N00335	<Boy5>999</Boy5>	n(3)
N00336	<Boy4Upper>999</Boy4Upper>	n(3)
N00337	<Boy4Middle>999</Boy4Middle>	n(3)

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00338	<Boy4Lower>999</Boy4Lower>	n(3)
N00339	<Boy3Upper>999</Boy3Upper>	n(3)
N00340	<Boy3Middle>999</Boy3Middle>	n(3)
N00341	<Boy3Lower>999</Boy3Lower>	n(3)
N00342	<Boy2>999</Boy2>	n(3)
N00343	<Boy1>999</Boy1>	n(3)
N00344	<BoyUnder1>999</BoyUnder1>	n(3)
N00345	<BoyTot>9999</BoyTot>	n(4)
	</PORFTBoys>	
	<PORFTGirls>	
N00346	<Girl19Over>999</Girl19Over>	n(3)
N00347	<Girl18>999</Girl18>	n(3)
N00348	<Girl17>999</Girl17>	n(3)
N00349	<Girl16>999</Girl16>	n(3)
N00350	<Girl15>999</Girl15>	n(3)
N00351	<Girl14>999</Girl14>	n(3)
N00352	<Girl13>999</Girl13>	n(3)
N00353	<Girl12>999</Girl12>	n(3)
N00354	<Girl11>999</Girl11>	n(3)
N00355	<Girl10>999</Girl10>	n(3)
N00356	<Girl9>999</Girl9>	n(3)
N00357	<Girl8>999</Girl8>	n(3)
N00358	<Girl7>999</Girl7>	n(3)
N00359	<Girl6>999</Girl6>	n(3)
N00360	<Girl5>999</Girl5>	n(3)
N00361	<Girl4Upper>999</Girl4Upper>	n(3)
N00362	<Girl4Middle>999</Girl4Middle>	n(3)
N00363	<Girl4Lower>999</Girl4Lower>	n(3)
N00364	<Girl3Upper>999</Girl3Upper>	n(3)

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00365	<Girl3Middle>999</Girl3Middle>	n(3)
N00366	<Girl3Lower>999</Girl3Lower>	n(3)
N00367	<Girl2>999</Girl2>	n(3)
N00368	<Girl1>999</Girl1>	n(3)
N00369	<GirlUnder1>999</GirlUnder1>	n(3)
N00370	<GirlTot>9999</GirlTot>	n(4)
	</PORFTGirls>	
	<PORPTBoys>	
N00371	<BoyPT19Over>999</BoyPT19Over>	n(3)
N00372	<BoyPT18>999</BoyPT18>	n(3)
N00373	<BoyPT17>999</BoyPT17>	n(3)
N00374	<BoyPT16>999</BoyPT16>	n(3)
N00375	<BoyPT15>999</BoyPT15>	n(3)
N00376	<BoyPT14>999</BoyPT14>	n(3)
N00377	<BoyPT13>999</BoyPT13>	n(3)
N00378	<BoyPT12>999</BoyPT12>	n(3)
N00379	<BoyPT11>999</BoyPT11>	n(3)
N00380	<BoyPT10>999</BoyPT10>	n(3)
N00381	<BoyPT9>999</BoyPT9>	n(3)
N00382	<BoyPT8>999</BoyPT8>	n(3)
N00383	<BoyPT7>999</BoyPT7>	n(3)
N00384	<BoyPT6>999</BoyPT6>	n(3)
N00385	<BoyPT5>999</BoyPT5>	n(3)
N00386	<BoyPT4Upper>999</BoyPT4Upper>	n(3)
N00387	<BoyPT4Middle>999</BoyPT4Middle>	n(3)
N00388	<BoyPT4Lower>999</BoyPT4Lower>	n(3)
N00389	<BoyPT3Upper>999</BoyPT3Upper>	n(3)
N00390	<BoyPT3Middle>999</BoyPT3Middle>	n(3)
N00391	<BoyPT3Lower>999</BoyPT3Lower>	n(3)

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00392	<BoyPT2>999</BoyPT2>	n(3)
N00393	<BoyPT1>999</BoyPT1>	n(3)
N00394	<BoyPTUnder1>999</BoyPTUnder1>	n(3)
N00395	<BoyPTTot>9999</BoyPTTot>	n(4)
	</PORPTBoys>	
	<PORPTGirls>	
N00396	<GirlPT19Over>999</GirlPT19Over>	n(3)
N00397	<GirlPT18>999</GirlPT18>	n(3)
N00398	<GirlPT17>999</GirlPT17>	n(3)
N00399	<GirlPT16>999</GirlPT16>	n(3)
N00400	<GirlPT15>999</GirlPT15>	n(3)
N00401	<GirlPT14>999</GirlPT14>	n(3)
N00402	<GirlPT13>999</GirlPT13>	n(3)
N00403	<GirlPT12>999</GirlPT12>	n(3)
N00404	<GirlPT11>999</GirlPT11>	n(3)
N00405	<GirlPT10>999</GirlPT10>	n(3)
N00406	<GirlPT9>999</GirlPT9>	n(3)
N00407	<GirlPT8>999</GirlPT8>	n(3)
N00408	<GirlPT7>999</GirlPT7>	n(3)
N00409	<GirlPT6>999</GirlPT6>	n(3)
N00410	<GirlPT5>999</GirlPT5>	n(3)
N00411	<GirlPT4Upper>999</GirlPT4Upper>	n(3)
N00412	<GirlPT4Middle>999</GirlPT4Middle>	n(3)
N00413	<GirlPT4Lower>999</GirlPT4Lower>	n(3)
N00414	<GirlPT3Upper>999</GirlPT3Upper>	n(3)
N00415	<GirlPT3Middle>999</GirlPT3Middle>	n(3)
N00416	<GirlPT3Lower>999</GirlPT3Lower>	n(3)
N00417	<GirlPT2>999</GirlPT2>	n(3)
N00418	<GirlPT1>999</GirlPT1>	n(3)



	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00419	<GirlPTUnder1>999</GirlPTUnder1>	n(3)
N00420	<GirlPTTot>9999</GirlPTTot>	n(4)
	</PORPTGirls>	
	<Section45andSEN>	
N00311	<ApprovedPlaces>9999</ApprovedPlaces>	n(4)
N00421	<BoardingBoys>9999</BoardingBoys>	n(4)
N00422	<BoardingGirls>9999</BoardingGirls>	n(4)
N00423	<PupilsInCare>9999</PupilsInCare>	n(4)
N00425	<PupsSENStatement>9999</PupsSENStatement>	n(4)
N00426	<PupsSENNoStatement>9999</PupsSENNoStatement>	n(4)
	</Section45andSEN>	
	<CoursesBoys1516>	
N00427	<CBoys15Level4andAbove>999</CBoys15Level4andAbove>	n(3)
N00428	<CBoys15InternatBaccalaureate>999</CBoys15InternatBaccalaureate>	n(3)
N00429	<CBoys15GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CBoys15GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00430	<CBoys15OtherLevel3Equivalentents>999</CBoys15OtherLevel3Equivalentents>	n(3)
N00431	<CBoys15GCSEIGCSE>999</CBoys15GCSEIGCSE>	n(3)
N00432	<CBoys15OtherLevel2Courses>999</CBoys15OtherLevel2Courses>	n(3)
N00433	<CBoys15OtherLevel1Courses>999</CBoys15OtherLevel1Courses>	n(3)
N00434	<CBoys15OtherCourses>999</CBoys15OtherCourses>	n(3)
N00435	<CBoys16Level4andAbove>999</CBoys16Level4andAbove>	n(3)
N00436	<CBoys16InternatBaccalaureate>999</CBoys16InternatBaccalaureate>	n(3)
N00437	<CBoys16GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CBoys16GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00438	<CBoys16OtherLevel3Equivalentents>999</CBoys16OtherLevel3Equivalentents>	n(3)
N00439	<CBoys16GCSEIGCSE>999</CBoys16GCSEIGCSE>	n(3)
N00440	<CBoys16OtherLevel2Courses>999</CBoys16OtherLevel2Courses>	n(3)
N00441	<CBoys16OtherLevel1Courses>999</CBoys16OtherLevel1Courses>	n(3)

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00442	<CBoys16OtherCourses>999</CBoys16OtherCourses>	n(3)
	</CoursesBoys1516>	
	<CoursesBoys1718>	
N00443	<CBoys17Level4andAbove>999</CBoys17Level4andAbove>	n(3)
N00444	<CBoys17InternatBaccalaureate>999</CBoys17InternatBaccalaureate>	n(3)
N00445	<CBoys17GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CBoys17GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00446	<CBoys17OtherLevel3Equivalentents>999</CBoys17OtherLevel3Equivalentents>	n(3)
N00447	<CBoys17GCSEIGCSE>999</CBoys17GCSEIGCSE>	n(3)
N00448	<CBoys17OtherLevel2Courses>999</CBoys17OtherLevel2Courses>	n(3)
N00449	<CBoys17OtherLevel1Courses>999</CBoys17OtherLevel1Courses>	n(3)
N00450	<CBoys17OtherCourses>999</CBoys17OtherCourses>	n(3)
N00451	<CBoys18OverLevel4andAbove>999</CBoys18OverLevel4andAbove >	n(3)
N00452	<CBoys18OverInternatBaccalaureate>999</CBoys18OverInternatBaccalaureate>	n(3)
N00453	<CBoys18OverGCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CBoys18OverGCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00454	<CBoys18OverOtherLevel3Equivalentents>999</CBoys18OverOtherLevel3Equivalentents>	n(3)
N00455	<CBoys18OverGCSEIGCSE>999</CBoys18OverGCSEIGCSE>	n(3)
N00456	<CBoys18OverOtherLevel2Courses>999</CBoys18OverOtherLevel2Courses>	n(3)
N00457	<CBoys18OverOtherLevel1Courses>999</CBoys18OverOtherLevel1Courses>	n(3)
N00458	<CBoys18OverOtherCourses>999</CBoys18OverOtherCourses>	n(3)
	</CoursesBoys1718>	
	<CoursesGirls1516>	
N00459	<CGirls15Level4andAbove>999</CGirls15Level4andAbove>	n(3)
N00460	<CGirls15InternatBaccalaureate>999</CGirls15InternatBaccalaureate>	n(3)
N00461	<CGirls15GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CGirls15GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00462	<CGirls15OtherLevel3Equivalentents>999</CGirls15OtherLevel3Equivalentents>	n(3)
N00463	<CGirls15GCSEIGCSE>999</CGirls15GCSEIGCSE>	n(3)

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00464	<CGirls15OtherLevel2Courses>999</CGirls15OtherLevel2Courses>	n(3)
N00465	<CGirls15OtherLevel1Courses>999</CGirls15OtherLevel1Courses>	n(3)
N00466	<CGirls15OtherCourses>999</CGirls15OtherCourses>	n(3)
N00467	<CGirls16Level4andAbove>999</CGirls16Level4andAbove>	n(3)
N00468	<CGirls16InternatBaccalaureate>999</CGirls16InternatBaccalaureate>	n(3)
N00469	<CGirls16GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CGirls16GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00470	<CGirls16OtherLevel3Equivalentents>999</CGirls16OtherLevel3Equivalentents>	n(3)
N00471	<CGirls16GCSEIGCSE>999</CGirls16GCSEIGCSE>	n(3)
N00472	<CGirls16OtherLevel2Courses>999</CGirls16OtherLevel2Courses>	n(3)
N00473	<CGirls16OtherLevel1Courses>999</CGirls16OtherLevel1Courses>	n(3)
N00474	<CGirls16OtherCourses>999</CGirls16OtherCourses>	n(3)
	</CoursesGirls1516>	
	<CoursesGirls1718>	
N00475	<CGirls17Level4andAbove>999</CGirls17Level4andAbove>	n(3)
N00476	<CGirls17InternatBaccalaureate>999</CGirls17InternatBaccalaureate>	n(3)
N00477	<CGirls17GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CGirls17GCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00478	<CGirls17OtherLevel3Equivalentents>999</CGirls17OtherLevel3Equivalentents>	n(3)
N00479	<CGirls17GCSEIGCSE>999</CGirls17GCSEIGCSE>	n(3)
N00480	<CGirls17OtherLevel2Courses>999</CGirls17OtherLevel2Courses>	n(3)
N00481	<CGirls17OtherLevel1Courses>999</CGirls17OtherLevel1Courses>	n(3)
N00482	<CGirls17OtherCourses>999</CGirls17OtherCourses>	n(3)
N00483	<CGirls18OverLevel4andAbove>999</CGirls18OverLevel4andAbove>	n(3)
N00484	<CGirls18OverInternatBaccalaureate>999</CGirls18OverInternatBaccalaureate>	n(3)
N00485	<CGirls18OverGCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>999</CGirls18OverGCEALevelPreUPrincipalGCEAsLevelPreUShortCRSE>	n(3)
N00486	<CGirls18OverOtherLevel3Equivalentents>999</CGirls18OverOtherLevel3Equivalentents>	n(3)
N00487	<CGirls18OverGCSEIGCSE>999</CGirls18OverGCSEIGCSE>	n(3)

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00488	<CGirls18OverOtherLevel2Courses>999</CGirls18OverOtherLevel2Courses>	n(3)
N00489	<CGirls18OverOtherLevel1Courses>999</CGirls18OverOtherLevel1Courses>	n(3)
N00490	<CGirls18OverOtherCourses>999</CGirls18OverOtherCourses>	n(3)
	</CoursesGirls1718>	
	<KeyStage4>	
N00491	<CBoysFinalYrKS4>999</CBoysFinalYrKS4>	n(3)
N00492	<CGirlsFinalYrKS4>999</CGirlsFinalYrKS4>	n(3)
	</KeyStage4>	
	<NilReturn>	
N00493	<NewAppTeachersNilReturn>Yes</NewAppTeachersNilReturn>	Valid values are ‘Yes’ or ‘No’. If ‘Yes’ there should be data returned
N00504	<LeaversTeachersNilReturn>No</LeaversTeachersNilReturn>	Valid values are ‘Yes’ or ‘No’. If ‘No’ there should be no data returned
N00640	<NewAppsNTStaffNilReturn>No</NewAppsNTStaffNilReturn>	Valid values are ‘Yes’ or ‘No’. If ‘No’ there should be no data returned
N00641	<LeaversNTStaffNilReturn>Yes</LeaversNTStaffNilReturn>	Valid values are ‘Yes’ or ‘No’. If ‘Yes’ there should be data returned
N00495	<IndividualProprietorNilReturn>Yes</IndividualProprietorNilReturn>	Valid values are ‘Yes’ or ‘No’. If ‘Yes’ there should be data returned
N00496	<ProprietorBodyNilReturn>Yes</ProprietorBodyNilReturn>	Valid values are ‘Yes’ or ‘No’. If ‘Yes’ there should be data returned
N00497	<NewlyAppointedBodyMemberNilReturn>No</NewlyAppointedBodyMemberNilReturn>	Valid values are ‘Yes’ or ‘No’. If ‘No’ there should be no data returned
	</NilReturn>	
	<NewAppointmentsTeachers>	
	<NewAppointmentTeacher>	1 to n

	<b>SLASC 2021 – school XML message structure</b>	<b>Notes and field lengths (‘a’ = ‘alpha’; ‘n’ = numeric)</b>
N00498	<PostHeld>F</PostHeld>	a(1). Valid values for 'PostHeld' are 'H', 'F', 'P'
N00003	<Surname>surnamename</Surname>	a(35)
N00499	<PreviousSurname>previousname</PreviousSurname>	a(35)
N00500	<FirstName>name</FirstName>	a(35)
	</NewAppointmentTeacher>	
	</NewAppointmentsTeachers>	
	<LeaversTeachers>	
	<LeaverTeacher>	1 to n
N00498	<PostHeld></PostHeld>	a(1). Valid values for 'PostHeld' are 'H', 'F', 'P'
N00003	<Surname></Surname>	a(35)
N00499	<PreviousSurname></PreviousSurname>	a(35)
N00500	<FirstName></FirstName>	a(35)
	</LeaverTeacher>	
	</LeaversTeachers>	
	<NewAppointmentsNTStaff>	
	<NewAppointmentNTStaff>	1 to n
N00498	<PostHeld></PostHeld>	a(1). Valid values for 'PostHeld' are 'F', 'P'
N00003	<Surname></Surname>	a(35)
N00499	<PreviousSurname></PreviousSurname>	a(35)
N00500	<FirstName></FirstName>	a(35)
N00506	<PostTitle></PostTitle>	a(50)
	</NewAppointmentNTStaff>	
	</NewAppointmentsNTStaff>	
	<LeaversNTStaff>	
	<LeaverNTStaff>	1 to n
N00498	<PostHeld>P</PostHeld>	a(1). Valid values for 'PostHeld' are 'F', 'P'
N00003	<Surname>surnamename</Surname>	a(35)

	SLASC 2021 – school XML message structure	Notes and field lengths ('a' = 'alpha'; 'n' = numeric)
N00499	<PreviousSurname></PreviousSurname>	a(35)
N00500	<FirstName>name</FirstName>	a(35)
N00506	<PostTitle></PostTitle>	a(50)
	</LeaverNTStaff>	
	</LeaversNTStaff>	
	<Proprietors>	<b>Note:</b> If <Proprietors> is completed, then <ProprietorBody> or <ChairOfProprietorBody> or <NewlyAppointedBodyMembers> should not be completed
	<Proprietor>	1 to n
N00003	<Surname>surnamename</Surname>	a(35)
N00499	<PreviousSurname>previousname</PreviousSurname>	a(35)
N00500	<FirstName>name</FirstName>	a(35)
N00066	<PersonBirthDate>1111-12-11</PersonBirthDate>	In format: yyyy-mm-dd
N00538	<NINumber>AA999999A</NINumber>	Format is AA999999A
N00220	<Email>name.surname@provider.xx</Email>	a, n(254) Individual proprietor email address
	<AddressInformation>	
N00037	<PostCode>ZZ99 9XX</PostCode>	BS7666 postcode a, n(8)
	EITHER	
	<BS7666Format>	
N00030	<SAON>1Flat</SAON>	a, n(100)
N00031	<PAON>123</PAON>	a, n(100)
N00032	<Street>Street Name</Street>	a(100)
N00033	<Locality>Inner Area</Locality>	a(35)
N00034	<Town>Townname</Town>	a(30)
N00035	<AdministrativeArea>An Area</AdministrativeArea>	a(30)

	SLASC 2021 – school XML message structure	Notes and field lengths ('a' = 'alpha'; 'n' = numeric)
N00036	<PostTown>Postaltown</PostTown>	a(30)
	</BS7666Format>	
	OR	
	<LineAddressFormat>	
N00040	<AddressLine1>123 Streetname</AddressLine1>	a(40)
N00041	<AddressLine2>Town</AddressLine2>	a(40)
N00042	<AddressLine3>County</AddressLine3>	a(40)
N00043	<AddressLine4>Elsewhere</AddressLine4>	a(40)
N00044	<AddressLine5>Somewhere</AddressLine5>	a(40)
	</LineAddressFormat>	
	</AddressInformation>	
N00231	<PhoneNo>01234123456</PhoneNo>	a(35) Valid characters are 0-9 and a leading '+' (for international numbers)
N00620	<Change>No</Change>	Valid values are 'Yes' or 'No'.
	</Proprietor>	
	</Proprietors>	
	<ProprietorBody>	<b>Note:</b> If <ProprietorBody> or <ChairOfProprietorBody> or <NewlyAppointedBodyMembers> is completed, then <Proprietors> should not be completed
N00621	<BodyName>Nameofbody</BodyName>	a(100)
	<AddressInformation>	
N00037	<PostCode>ZZ99 9XX</PostCode>	BS7666 postcode a, n(8)
	EITHER	
	<BS7666Format>	

	SLASC 2021 – school XML message structure	Notes and field lengths ('a' = 'alpha'; 'n' = numeric)
N00030	<SAON>1Flat</SAON>	a, n(100)
N00031	<PAON>123</PAON>	a, n(100)
N00032	<Street>Street Name</Street>	a(100)
N00033	<Locality>Inner Area</Locality>	a(35)
N00034	<Town>Townname</Town>	a(30)
N00035	<AdministrativeArea>An Area</AdministrativeArea>	a(30)
N00036	<PostTown>Postaltown</PostTown>	a(30)
	</BS7666Format>	
	OR	
	<LineAddressFormat>	
N00040	<AddressLine1>123 Street Name</AddressLine1>	a(40)
N00041	<AddressLine2>Town</AddressLine2>	a(40)
N00042	<AddressLine3>County</AddressLine3>	a(40)
N00043	<AddressLine4>Elsewhere</AddressLine4>	a(40)
N00044	<AddressLine5>Somewhere</AddressLine5>	a(40)
	</LineAddressFormat>	
	</AddressInformation>	
N00231	<PhoneNo>01234123456</PhoneNo>	a(35) Valid characters are 0-9 and a leading '+' (for international numbers)
N00220	<Email>Name@provider.xx</Email>	a, n(254) Proprietor body email address
	</ProprietorBody>	
	<ChairOfProprietorialBody>	
N00003	<Surname>Surnamename</Surname>	a(35)
N00499	<PreviousSurname>Previousname</PreviousSurname>	a(35)
N00500	<FirstName>Name</FirstName>	a(35)
N00066	<PersonBirthDate>1111-12-11</PersonBirthDate>	In format: yyyy-mm-dd
N00538	<NINumber>AA999999A</NINumber>	Format is AA999999A
N00620	<Change>No</Change>	Valid values are 'Yes' or 'No'



	SLASC 2021 – school XML message structure	Notes and field lengths ('a' = 'alpha'; 'n' = numeric)
	<AddressInformation>	
N00037	<PostCode>ZZ99 9XX</PostCode>	BS7666 postcode a, n(8)
	EITHER	
	<BS7666Format>	
N00030	<SAON>1Flat</SAON>	a, n(100)
N00031	<PAON>123</PAON>	a, n(100)
N00032	<Street>Street Name</Street>	a(100)
N00033	<Locality>Inner Area</Locality>	a(35)
N00034	<Town>Town</Town>	a(30)
N00035	<AdministrativeArea>An Area</AdministrativeArea>	a(30)
N00036	<PostTown>Postal town</PostTown>	a(30)
	</BS7666Format>	
	OR	
	<LineAddressFormat>	
N00040	<AddressLine1>123 Street Name</AddressLine1>	a(40)
N00041	<AddressLine2>Town Name</AddressLine2>	a(40)
N00042	<AddressLine3>County</AddressLine3>	a(40)
N00043	<AddressLine4>Elsewhere</AddressLine4>	a(40)
N00044	<AddressLine5>Somewhere</AddressLine5>	a(40)
	</LineAddressFormat>	
	</AddressInformation>	
	</ChairOfProprietorialBody>	
	<NewlyAppointedBodyMembers>	
	<NewlyAppointedBodyMember>	1 to n
N00003	<Surname>Surnamename</Surname>	a(35)
N00499	<PreviousSurname>Previousname</PreviousSurname>	a(35)
N00500	<FirstName>Name</FirstName>	a(35)
N00066	<PersonBirthDate>1111-12-11</PersonBirthDate>	In format: yyyy-mm-dd

	SLASC 2021 – school XML message structure	Notes and field lengths ('a' = 'alpha'; 'n' = numeric)
N00231	<PhoneNo>01234123456</PhoneNo>	a(35) Valid characters are 0-9 and a leading '+' (for international numbers)
N00220	<Email>Name@provider.xx</Email>	a, n(254) new member email address
N00538	<NINumber>AA999999A</NINumber>	Format is AA999999A
	<AddressInformation>	
N00037	<PostCode>ZZ99 9XX</PostCode>	BS7666 postcode a, n(8)
	EITHER	
	<BS7666Format>	
N00030	<SAON>1Flat</SAON>	a, n(100)
N00031	<PAON>123</PAON>	a, n(100)
N00032	<Street>Street Name</Street>	a(100)
N00033	<Locality>Inner Area</Locality>	a(35)
N00034	<Town>Town Name</Town>	a(30)
N00035	<AdministrativeArea>An Area</AdministrativeArea>	a(30)
N00036	<PostTown>Postal Town</PostTown>	a(30)
	</BS7666Format>	
	OR	
	<LineAddressFormat>	
N00040	<AddressLine1>123 Street Name</AddressLine1>	a(40)
N00041	<AddressLine2>Town Name</AddressLine2>	a(40)
N00042	<AddressLine3>County</AddressLine3>	a(40)
N00043	<AddressLine4>Elsewhere</AddressLine4>	a(40)
N00044	<AddressLine5>Somewhere</AddressLine5>	a(40)
	</LineAddressFormat>	
	</AddressInformation>	
	</NewlyAppointedBodyMember>	
	</NewlyAppointedBodyMembers>	
	</School>	

# Version history

1.0	ALL dates have been amended but are NOT marked as changes. Where text has been amended, but the context remains the same, such amendments are not marked as changes.	Jon Leyshon 23 June 2020
-----	---	-----------------------------



Department  
for Education

© Crown copyright 2020

You may re-use this document / publication (not including logos) free of charge in any format or medium, under the terms of the Open Government Licence v3.0. Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

To view this licence:

visit [www.nationalarchives.gov.uk/doc/open-government-licence/version/3](http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3)

email [psi@nationalarchives.gsi.gov.uk](mailto:psi@nationalarchives.gsi.gov.uk)

write to Information Policy Team, The National Archives, Kew, London, TW9 4DU

About this publication:

enquiries <https://www.education.gov.uk/form/data-collection-request-form>

download [www.gov.uk/government/publications](http://www.gov.uk/government/publications)

Reference: DfE-00116-2020



Follow us on Twitter:  
[@educationgovuk](https://twitter.com/educationgovuk)



Like us on Facebook:  
[facebook.com/educationgovuk](https://facebook.com/educationgovuk)