

# Spring School Census

Thursday 20<sup>th</sup> January 2022

Preparing for the school census

(All school types including PRUs and all software systems)

Full census guidance is available from the DfE website at the following link:

[Complete the school census - Guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/complete-the-school-census)

## Census dates are as follows:

Third Thursday in January	20 <sup>th</sup> January 2022
Third Thursday in May	19 <sup>th</sup> May 2022
First Thursday in October	6 <sup>th</sup> October 2022

## Selected time – class information (spring only)

You only need to send us this data in the **spring census**.

Primary, middle-deemed primary, middle-deemed secondary, secondary and all-through schools need to send us this information.

**We need details of all classes running at the selected time on spring census day.**

The 'selected time' is based on the last digit of a school's departmental establishment number.

You can find your selected time in the class information section.

[Data items 2021 to 2022 - Complete the school census - Guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/data-items-2021-to-2022-complete-the-school-census)

**The DfE familiarisation blade is now open and will close on Friday 14<sup>th</sup> January 2022 at 4pm, so if you would like to do a test, send to be to uploaded and checked for you, please do so.**

## Pupil data

Data will be collected for **all pupils on roll** (excluding guests) and **leavers** with attendance or exclusions data.

**Exclusion data** will be collected for the previous 2 terms.

**Fixed Term exclusions will now be known as Suspensions**

<b>Spring 2022</b>	All suspensions and permanent exclusions with start dates between 2021-04-05 (Easter Monday) and 2021-12-31
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**Attendance data** will be collected for previous term for pupils of statutory school age and Reception pupils.

<b>Spring 2022</b>	Autumn term 2021 to 2022 data is collected from 2021-08-01 to 2021-12-31
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## Universal Infant Free School Meals (Primary schools only)

Schools with infant pupils should record which infant pupils took a Free School Meal **on the day of the census**.

You should **include** pupils who are eligible for FSM on the basis of financial circumstances.

**Remember that the final allocation of Universal Infant FSM funding will be based on your census return.**

## NEW data items for 2020-21 school census.

### Programme aims

**From Autumn 2021**, programme aims will be collected for both on and off roll pupils.

### Post 16 - Maths and English prior attainment year group

Data items relating to prior attainment at the end of year 11, 'Maths GCSE prior attainment year group' and 'English GCSE prior attainment year group', have been renamed to 'Maths GCSE prior attainment year 11' and 'English GCSE prior attainment year 11' to improve clarity.

### Learner funding and monitoring (FAM) type

This data item records the type of funding and monitoring.  
For all schools except nursery with applicable year groups or age-ranges.  
The first collection of this data will be in the **Autumn 2021 census**.  
See the [learner funding and monitoring section](#) for full details.

### Learner funding and monitoring (FAM) code

This data item, collected alongside learner FAM type, indicates the specific element of the category being recorded.  
For all schools except nursery with applicable year groups or age-ranges.  
The first collection of this data will be in the **Autumn 2021 census**.  
See the [learner funding and monitoring section](#) for full details.

### Learner funding and monitoring (FAM) hours

This data item records the cumulative total number of hours the pupil has received of school-led tutoring as at each census day, in decimals to the nearest 0.5.  
For all schools except nursery with applicable year groups or age-ranges.  
The first collection of this data will be in the **Spring 2022 census**.  
See the [learner funding and monitoring section](#) for full details.

## CHANGED data items for 2021-22 academic year (All schools)

### Exclusions module renamed to expulsions and suspensions

**From Autumn 2021**, in line with government advice, permanent and fixed term exclusions will be referred to as expulsions and suspensions. This includes an update to all guidance, renaming of all data items, code sets and XML tags for the 2021 to 2022 academic year.  
See the expulsions and suspensions data item for full details.

### Addition to class activity codeset

**From spring 2022**, change to extend the codeset for class activity to include an additional code of 'RS' - relationships education, RSE and health education - to allow classes on relationships and sex education (RSE) and health education to be recorded. For more information on this topic, see the statutory guidance on relationships and sex education (RSE) and health education  
See the codes for class activity for full details.

### Update of the ethnicity codeset

**From spring 2022**, change to update the codeset for ethnicity to include one extended code, in line with the ONS national census.  
See the codes for ethnicity for full details.

### Deleted data items

There are no deleted data items for the 2021 to 2022 school census.

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### 30-hour code indicator

Working parents can apply for a **30-hour code** to claim an additional 15 hours of extended childcare. Parents will receive an individual code for each eligible pupil - this code **must be confirmed** as valid by the Local Authority.

### Recording Funded hours for Reception aged pupils in a Nursery class

Where a pupil was 5 in the autumn term, they will no longer be funded if they are in a nursery class. So the Spring DOB range starts 01/01/2017 and the Summer one is 01/04/2017

- Children aged 3 or 4 in Nursery classes will continue to be eligible for 15 hours free entitlement.
- A subset of 2 year olds will be eligible for 15 hours free entitlement.
- Reception aged children in nursery classes will be eligible for 25 hours, **unless** they qualify for Extended childcare (i.e. they have a 30 hour code), in which case you should record a maximum of **15 hours Funded Hours** and a maximum of **15 hours** Extended Childcare, making a maximum of 30 hours.

Date of Birth range (Spring census)	Maximum Free Entitlement (Funded Hours)
2 and 3 year olds born between 2017-09-01 and 2019-12-31 (inclusive) - all relevant schools and year groups	15 hours
4 year olds born between 2017-01-01 and 2017-08-31 (inclusive) for pupils in national curriculum year groups 'E1', 'E2', 'N1' and 'N2' only	15 hours

### Funded hours are recorded to **two** decimal places

Funded hours and Hours at Settings should now be recorded with the exact number of minutes, converted to two decimal places, e.g. 7¼ hours should be recorded as **7.25** (previously this was reported with one decimal place). You will find a calculator to convert minutes to decimals in the Appendix of the School Census documentation that is issued by ICT, and in Section 8 of the DFE guidance.

### Extended childcare for nursery pupils

Pupils aged 3 and 4 on 31st August who are in a nursery class with **working parents** who hold a valid **30-hour code** will qualify for an additional 15 hours, i.e. up to a maximum of 30 hours altogether.

**Where a child is in receipt of extended funded entitlement hours, the maximum funded entitlement hours allowable is 15 hours. The extended funded entitlement hours field must not include any funded entitlement hours.**

### Disability Access Fund (DAF) indicator

Schools will qualify for this funding for each pupil in a **nursery class** aged 3 or 4 (as at 31/08/2017) who is in receipt of **Disability Living Allowance (DLA) and receives free Early Education.**

Spring 2022	3-year-olds born between 2017-09-01 and 2018-12-31 (inclusive) all relevant schools and year groups
Spring 2022	4-year-olds born between 2017-01-01 and 2017-08-31 (inclusive) for pupils in national curriculum year groups E1, E2, N1 and N2 only

### Pupil Premium

#### Pupil Premium figures for 2021/22 will be based on your Autumn (October) census

Remember that every School Census contributes to your **Pupil Premium Funding**. Therefore, it is essential that your data is accurate in these areas.

The following data items form your Pupil Premium funding. Most data comes from your School Census return, except information for looked after children pupil premium, which is taken from an Looked after Children data collection, that is undertaken in March by the LA.

Disadvantaged pupils	Pupil Premium for 2021/2022 per pupil
Pupils in year groups reception to year 6 recorded as Ever 6 free school meals (FSM) as well as eligible children with no recourse to public funds (NRPF) pupils in these year groups	£1,345
Pupils in years 7 to 11 recorded as Ever 6 FSM as well as eligible NRPF pupils in these year groups	£955
Looked After Children (LAC) - pupils who have been looked after for 1 day or more between 1 April 2017 and 31 March 2018. This data is collected from the <b>Children's social care return</b> , which is completed by Local Authorities.	£2,345

Children adopted from care under the Adoption and Children Act 2002 and children who have left care under a Special Guardianship, Residence or Child Arrangement Order.	£2,345
Children in nursery who receive child disability living allowance and who are in receipt of free early education.	£615
<b>Service children</b>	<b>Pupil Premium per pupil</b>
Pupils in Year Groups R to 11 recorded as Ever 6 Service Child FSM (i.e. with a parent in the Services at any period in the last 6 years) or in receipt of a child pension from the Ministry of Defence.	£310

### **New data items for 2021/22 School Census**

The DfE have added 2 new voluntary modules to collect data on alternative provision (AP) placements. Alternative provision module for single-registered pupils (PRU and AP)

#### **Existing data items**

##### **URN of previous school (Unique Reference Number)**

Voluntary data item, records the URN of the establishment that the pupil attended prior to attending the AP school (PRU and AP).

For PRU and AP only.

The first collection of this data will be in the Spring 2022 census.

See the URN of previous school data item for full details.

#### **Alternative provision module for placements arranged by schools (all schools)**

##### **Alternative provision placement URN**

Voluntary data item, records the URN, where available, of establishment within which the pupil has taken up an alternative provision placement.

For all schools, arranging an AP placement.

The first collection of this data will be in the Spring 2022 census.

See the alternative provision placement setting type data item for full details.

##### **Alternative provision placement UKPRN**

Voluntary data item, records the UKPRN, where available, of establishment within which the pupil has taken up an alternative provision placement.

For all schools, arranging an AP placement.

The first collection of this data will be in the Spring 2022 census.

See the alternative provision placement setting type data item for full details.

##### **Alternative provision placement type of setting**

Voluntary data item, records, where neither the URN nor UKPRN are available, the type of setting within which the pupil has taken up an alternative provision placement.

For all schools, arranging an AP placement.

The first collection of this data will be in the Spring 2022 census.

See the alternative provision placement setting type data item for full details.

##### **Alternative provision placement reason**

Voluntary data item, records, for school commissioned placements, the main or primary reason why the AP was arranged.

For all schools, arranging an AP placement.

The first collection of this data will be in the Spring 2022 census.

See the placement reason data item for full details.

##### **Alternative provision placement date of entry**

Voluntary data item, records the pupil's entry date into alternative provision.

For all schools, arranging an AP placement.

The first collection of this data will be in the Spring 2022 census.

See the AP placement date of entry data item for full details.

### **Alternative provision placement SEN provision on entry**

Voluntary data item, records SEN provision at the time of entry into alternative provision.

For all schools, arranging an AP placement.

**The first collection of this data will be in the Spring 2022 census.**

See the AP placement SEN at date of entry data item for full details.

### **Alternative provision placement date of leaving**

Voluntary data item, records the date the pupil leaves alternative provision (where applicable).

For all schools, arranging an AP placement.

**The first collection of this data will be in the Spring 2022 census.**

See the AP placement date of leaving data item for full details.

### **Alternative provision placement SEN provision on leaving**

Voluntary data item, records SEN provision at the time of leaving alternative provision (where applicable).

For all schools, arranging an AP placement.

**The first collection of this data will be in the Spring 2022 census.**

See the AP placement SEN at date of leaving data item for full details.

### **Alternative provision placement attendance pattern**

Voluntary data item, records the pupil's planned attendance pattern at the alternative provision provider.

For all schools, arranging an AP placement.

**The first collection of this data will be in the Spring 2022 census.**

See the AP placement attendance pattern data item for full details.

### **Alternative provision placement sessions per week**

Voluntary data item, records, where the pupil's attendance pattern is part time, the pupil's planned number of sessions per week.

For all schools, arranging an AP placement.

**The first collection of this data will be in the Spring 2022 census.**

See the AP placement attendance pattern data item for full details.

### **Addition to class activity codeset**

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See the codes for class activity for full details.

### **Update of the ethnicity codeset**

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See the codes for ethnicity for full details.

## **Need help or advice?**

### **For help with your school software:**

Please log a call from your desktop via **Supportworks SelfService** (<http://ictselfservice/>)

### **For advice on interpreting the DFE guidance:**

Please contact: **Eileen Finnigan** on 88136 or by email at: [School\\_Organisation@telford.gov.uk](mailto:School_Organisation@telford.gov.uk)

### **For questions on how your school is funded for particular data items:**

Please contact your Education Finance Officer.

**For advice on Special Needs provision:**

Please contact the SEND team on 85399.

**For advice on Childcare Funding:**

Please contact Stacy Picken, Childcare Funding Consultant on 85423 or by e-mail at [stacy.picken@telford.gov.uk](mailto:stacy.picken@telford.gov.uk).

**Academies** should refer all queries to the DFE.