

Education Data Division - Request for Change Form for CBDS

Section 1 - Details of Change (To be completed by the RFC Originator / CBDS Administrator)		
Project / Service: CBDS	Type of Change: Creation of a new CBDS data item	RFC 626
Name and team/company of RFC Originator: Chris Gray: Finance and Funding data: Infrastructure, Funding and Longitudinal Analysis Division		
Originator Contact No: 01325735564	Originator email address: chris.gray@education.gsi.gov.uk	
Date RFC Raised: 7 June 2013	Date change required: To implement in systems from September 2013	
Priority: 3	1 = Top - Ministerial or legislative requirement 2 = High - Senior official customer requirement or clear net benefit / efficiency saving to EDD, department or MIS suppliers 3 = Medium - Customer requirement, marginal net benefit 4 = Low - Nice to have, net cost, does not affect functionality, cosmetic change	
EDD Contact: Alison Hamilton, Data Development Unit, alison.hamilton@education.gsi.gov.uk		
Change Title: Creation of a new CBDS data item for the Pupil Premium Financial Year		
Data item / Rule Number: A new sequential number and new data item identifier will be allocated on approval of the RFC.		
Description of change: The introduction of a new data item to identify the financial year in which the full time equivalent amount of funding for each pupil included in the Pupil Premium Download is allocated.		
Metadata Requirements: Sequential Number – tbc CBDS Level - Pupil CBDS Module – Pupil Characteristics Identifier 1 - tbc Identifier 2 – n/a Data Item Name – Pupil Premium Financial Year Description – The financial year in which the Pupil Premium has been allocated Type and format – YYYY Code set / Valid values – Any valid date Item Level Validation – n/a XML Tag – <PupilPremiumFY> Status - Active History Notes – H Multiplicity Notes – M		

Reason for change (including benefits):

Following feedback from software suppliers and ISB in response to RFC 621 (published version attached for reference),



CBDS RFC 621, Pupil Premium Download (p

It has been agreed that a new CBDS data item, Pupil Premium Financial Year, will be created to identify the financial year in which the FTE amount of Pupil Premium funding has been allocated for a pupil. As per RFC 621, a new data item has been created which indicates that a pupil premium is being received for a pupil. A new data item has also been created which provides the Full Time Equivalent (FTE) amount of funding available for each pupil in relation to each premium: Deprivation Pupil Premium, Service Child Premium, and Looked After Premium.

The data to be supplied to schools has been included in the Pupil Premium allocations for the 2013-14 financial year. We would like the data to be recorded to show the financial year, Therefore for 2013-14 for example we would like the financial year to be shown as '1314' and the type and format would therefore be YYYY.

Creating a new data item for Pupil Premium Financial Year will be beneficial for schools in managing their allocations and performing internal analysis, and adding this clarity will avoid confusion.

The Pupil Premium Download will be provided to schools in July 2013, although we appreciate that suppliers may not be able to make the changes to their systems until later in the year.

Impact of not doing the change:

This could cause confusion in the future for schools as they will not be able to identify the financial year the Download applies to when it is updated.

ISB view of the proposed change:

The ISB support the principle of identifying the period to which the pupil premium funding relates.

However, identifying the financial year as a code (i.e. 1314) could be ambiguous and contains embedded logic (i.e. you have to assume the receiver knows the start date and end date of the financial year).

ISB standards generally use the principle of effective start dates and effective end dates. These are clear, unambiguous, and allow the receiver to derive which financial year, academic year, or any other period to which the funding relates.

Therefore, the ISB TSS recommends a Pupil Premium Funding Start Date and Pupil Premium Funding End Date to record the period for which the pupil premium funding has been allocated.

This then also makes the collection future-proof if policy should change and funding is provided for a period other than one financial year.

Funding availability:

Impact assessment to be undertaken by:

Core Software Suppliers

Date consulted:

10 June 2013

Response requested by:

17 June 2013

**Section 2 - Impact Analysis
(To be completed by Impact Assessors)**

Software Suppliers' Summary of Impact Assessment:

Supplier No1

We support this amendment.

Supplier No2

I confirm that we welcome this modification to the original RFC.

Supplier No3

Rather than having the academic year it ought to be a start and end date for where a pupil doesn't have the pupil premium for a whole year.

DfE Internal Colleagues' Summary of Impact Assessment:

Alternative Solutions / Workarounds (if appropriate):

Estimated Cost of Change:

Impact Assessed by (name):

Date:

**Section 3 - Outcome / Decision
(To be completed CBDS Administrator)**

Review Meeting: Data Standards Board

Attendees:

Ian Casey, Alison Hamilton

Date of Review Meeting:

20 June 2013

Brief Summary of Discussion:

This RFC was discussed briefly at the core software suppliers meeting on 12 June where software suppliers questioned why the financial year is shown as '1314' in the RFC and not in date format e.g. 13-14, as this could be confusing to schools. Written comments were subsequently received from three software suppliers and the ISB who were generally in support of the proposed changes.

The Board accepts the ISB view that having a funding start date and a funding end date to record the period for which the pupil premium funding has been allocated will future proof the data item against policy changes in funding allocation periods. This also supports the comment from supplier No3, although the Board would like to clarify that the start and end date is over the financial year, not the academic year. Therefore for this financial year the start date will be from 2013-04-01 and the end date will be 2014-03-31.

The Board has decided to accept this RFC and revise the metadata requirements so that there will be not one but two data items, 'Pupil Premium Financial Year Start Date' and 'Pupil Premium Financial Year End Date'.

Accept / Reject:

Accept

Deferred to:

Not Applicable

Type of Funding:

Not Applicable

Fund Holder Agreement:

Not Applicable

If Defer, provide details

Not Applicable

If Accept, provide details:

1. Pupil Premium Financial Year Start Date

The CBDS will be updated with the metadata requirements as follows:

Sequential Number – 1495

CBDS Level - Pupil

CBDS Module – Pupil Characteristics

Identifier 1 - 100524

Identifier 2 – n/a

Data Item Name – Pupil Premium Financial Year Start Date

Description – The start date of the financial year in which the Pupil Premium has been allocated

Type and format – CCYY-MM-DD

Code set / Valid values – Any valid date

Item Level Validation – n/a

XML Tag – <PupilPremiumFYStartDate>

Status - Active

History Notes – H

Multiplicity Notes – M

2. Pupil Premium Financial Year End Date

The CBDS will be updated with the metadata requirements as follows:

Sequential Number – 1496

CBDS Level - Pupil

CBDS Module – Pupil Characteristics

Identifier 1 - 100525

Identifier 2 – n/a

Data Item Name – Pupil Premium Financial Year End Date

Description – The end date of the financial year in which the Pupil Premium has been allocated

Type and format – CCYY-MM-DD

Code set / Valid values – Any valid date

Item Level Validation – n/a

XML Tag – <PupilPremiumFYEndDate>

Status - Active

History Notes – H

Multiplicity Notes – M

The CBDS, version control log and RFC log [Common Basic Data Set \(CBDS\) database - Data, research and statistics](#) will be published by week ending 28 June to reflect this change.

If Reject, provide details:

Not Applicable