



Department
for Education

Data Operations Division - request for change form for CBDS

RFC 1134

Exclusion reasons

Type of change

New data items

Name and team/company of RFC Originator:

Kirsty Knox, DDU

Contact: Queries.SUPPLIER@education.gov.uk

Date RFC raised

08/04/2020

Date change required

In systems from autumn 2020 – first collection of data Spring 2021 in school census

For CTF 20

Priority

[2]

Priority ratings

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

Section 1 – details of change

Data item / rule number

Three new data items

Description of change

Multiple exclusion reasons – three items required: Reason1, Reason2 and Reason3

Metadata Requirements:

CBDS Identifier – N00685, N00686, N00687

Data Item Name – Exclusion reason

Description – For each exclusion, a reason for exclusion

Type and format – A(2)

Code set / Valid values: Existing codeset CS010

Item level validation – None

XML Tag - <Reason1>, <Reason2> and <Reason3>

Status – Active

History Notes – C

Multiplicity Notes – S (Single current occurrence)

Reason for change (including benefits)

Rather than allowing multiple <Reason>, it was suggested that creating three new fields for reporting multiple reasons would be clearer.

Impact of not doing the change

Data quality would not be as great

Impact assessment to be undertaken by

School Census software suppliers

CTF working group

Date consulted

08/04/2020

Response requested by

Not requested – as suppliers reviewed in Microsoft teams meeting on 06 April and agreed

Section 2 – impact analysis

Software suppliers' summary of impact assessment

Agreed via meeting

DfE internal colleagues' summary of impact assessment

Happy to proceed

Impact Assessed by (name)

School census working group

CTF working group

Date

08/04/2020

Section 3 - outcome / decision

Date of review meeting

08 April 2020

Attendees

Paul Hirst and Kirsty Knox

Brief Summary of Discussion

Reviewed impact assessment and the need for additional data items. Agreed to go ahead with changes

Accept / Reject

Accept

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