



Department
for Education

Data Operations Division - request for change form for CBDS

RFC 1163

Exclusions data items

Type of change

Exclusions data items and codeset update

Name and team/company of RFC Originator:

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Date RFC raised

17/12/2020

Date change required

In preparation for the 2021 to 2022 school census

Priority

[1]

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

N00026, N00027 and N00029. Codesets CS048 and CS010

Description of change

1) Data item names and descriptions changed

From:

| | | |
|--------|-------------------------------------|---|
| N00026 | Exclusion Category | For each exclusion, category of exclusion |
| N00027 | Exclusion Reason | For each exclusion, reason for exclusion |
| N00029 | Exclusion Actual Number of Sessions | For each exclusion, number of sessions for which the exclusion is in effect. For lunchtime exclusions, each lunchtime for which the exclusion applies is one session. For fixed term and permanent exclusions, each half school day is one session. For exclusions which are followed by reinstatement the actual, not the planned number of sessions should be recorded. (Exclusion sessions are used only to calculate the total allowable in a term or academic year and are not the same as an attendance session.) |
| N00685 | Exclusion reason | For each exclusion, a reason for exclusion |
| N00686 | Exclusion reason | For each exclusion, a reason for exclusion |
| N00687 | Exclusion reason | For each exclusion, a reason for exclusion |

To

| | | |
|--------|---------------------------|--|
| N00026 | Category | For each exclusion, expulsion or suspension, the category |
| N00027 | Reason | For each exclusion, expulsion or suspension, the reason |
| N00029 | Actual Number of Sessions | For each suspension, number of sessions for which the suspension is in effect. |
| N00685 | Reason | For each exclusion, expulsion or suspension, a reason |
| N00686 | Reason | For each exclusion, expulsion or suspension, a reason |
| N00687 | Reason | For each exclusion, expulsion or suspension, a reason |

2) Update to the current codeset: CS048

From

| | |
|--------------|---|
| CS048 | Pupil Exclusion Category |
| FIXD | Fixed Period |
| PERM | Permanent |
| LNCH | Lunchtime *not collected in the school census |

To

| CS048 | Pupil Exclusion, Expulsion and Suspension Category | Period valid for |
|--------------|---|--------------------------|
| FIXD | Fixed Period | For use until 2021-08-31 |
| PERM | Permanent | For use until 2021-08-31 |
| LNCH | Lunchtime *not collected in the school census | |
| EXPU | Expulsion | For use from 2021-09-01 |
| SUSP | Suspension | For use from 2021-09-01 |

3) Rename of the existing codeset CS010

From: Pupil Exclusion Reason

To: Pupil Exclusion, Expulsion and Suspension Reason

Reason for change (including benefits)

In May 2019, the Government announced it would return to referring to fixed term exclusion as 'suspension' and permanent exclusion as 'expulsion', to prevent confusion and conflation between the two terms.

The Department will no longer use the term 'exclusion' and will refer to expulsion and suspension going forward. Departmental publications will be updated accordingly when due for review.

Impact of not doing the change

Confusion in the sector once published guidance and terminology is amended.

Impact assessment to be undertaken by

School Census software suppliers

School Census working group

Date consulted

18/12/2020

Response requested by

08/01/2021

Section 2 – impact analysis

Software suppliers' summary of impact assessment

Initially questioned the rationale for this change, once clarified agreed to proceed.

DfE internal colleagues' summary of impact assessment

Changes required to guidance, systems and products.

Alternative Solutions / Workarounds (if appropriate)

Not applicable

Section 3 - outcome / decision

Date of review meeting

04 February 2021

Brief Summary of Discussion

Reviewed proposal and feedback.

Agreed sensible to phase approach and allow current data items and / or terminology to expire at the end of the current academic year where possible.

Accept / Reject

Accept

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