



## Education Data Division - Request for Change Form for CBDS

### Section 1 - Details of Change

(To be completed by the RFC Originator / CBDS Administrator)

<b>Project / Service:</b> CBDS	<b>Type of Change:</b> Updates to a codeset	<b>RFC693</b>  <<Issued by the PSO on receipt of this form>>
<b>Name and team/company of RFC Originator:</b> Gerard Hassett, Data Development Unit, Education Data Division		
<b>Originator Contact No:</b> 020 7340 7921	<b>Originator email address:</b> gerard.hassett@education.gsi.gov.uk	
<b>Date RFC Raised:</b> 17 February 2014	<b>Date change required:</b> In systems from September 2014 for collection in the school workforce census 2014	
<b>Priority:</b> 2	<b>1 = Top</b> - Ministerial or legislative requirement <b>2 = High</b> - Senior official customer requirement or clear net benefit / efficiency saving to EDD, department or MIS suppliers <b>3 = Medium</b> - Customer requirement, marginal net benefit <b>4 = Low</b> - Nice to have, net cost, does not affect functionality, cosmetic change	
<b>EDD Contact:</b> <a href="mailto:queries.supplier@education.gsi.gov.uk">queries.supplier@education.gsi.gov.uk</a>		

**Change Title:**

Changes to Post codeset

**Data item / Rule Number:**

Codeset D00187, Post, associated with CBDS data item 400322, Post, xml tag <Post>

**Description of change:**

Creation of a new codeset to supersede existing codeset D00187 with new codes “LDP” for Leading Practitioner and “TCU” for Classroom Teacher, upper pay range. The new codeset will also remove the codes “AST” and “EXL” for Advanced Skills Teachers and Excellent Teachers respectively.

The proposed new codeset is:

<b>D00187</b>	<b>Post</b>
EXH	Executive Head Teacher*
HDT	Head Teacher*
DHT	Deputy Head*
AHT	Assistant Head*
TCH	Classroom Teacher, main pay range*
TCU	Classroom Teacher, upper pay range*
LDP	Leading Practitioner*
SUP	Support Staff
AVT	Advisory Teacher
TAS	Teaching Assistant

Notes: \* means used in Vacant Post data item (200628)

**Reason for change (including benefits):**

The posts of Excellent Teacher and of Advanced Skills Teacher ceased to exist following the implementation of School Teachers Pay and Conditions (STPC) 2013. These have been replaced by the post of Leading Practitioner. To continue collecting the data required of the School Workforce Census it will be necessary to make the changes outlined above.

The introduction of STPC 2013 abolished statutory national pay scales for most teachers. While the department was previously able to distinguish between pre and post threshold teachers based on their pay scale that will no longer be practicable. Therefore we propose adding a new post of “Classroom Teacher, upper pay range” so that this data can still be collected.

**Impact of not doing the change:**

Not making these changes will increase the difficulty of recording post information correctly, making it impossible to identify post threshold teachers and difficult to identify leading practitioners..

**ISB view of the proposed change:****Funding availability:**

Not applicable

**Impact assessment to be undertaken by:**

Core software suppliers

Any additional software suppliers for school workforce census

DfE School Workforce Census Working Group

**Date consulted:**

18 February 2014

**Response requested by:**

26 February 2014

## Section 2 - Impact Analysis

### (To be completed by Impact Assessors)

**Software Suppliers' Summary of Impact Assessment:****Supplier No 1:**

We are happy to see that we are moving towards official recognition of the Leading Practitioner Post, as we have already incorporated this into our March Release. We can also understand why you want to distinguish between upper and main for the teachers posts, but we will not be able to incorporate this in our March Release and it will have to wait until our July Release. However, we are a bit concerned that you have changed the meaning of one of the codes rather than retiring the old code and creating a new one. In our experience such changes to the meaning of codes leads to errors, unless this is made very clear to schools.

**Supplier No 2:**

Mapping rules need to be specified. It could be that discontinued codes cannot be mapped which is fine, but we need this confirming.

**Supplier No 3:**

This is a relatively **painful** change. As it yet another SWF code set that has become date-dependent with us need to support the old and new values simultaneously.

**DfE Internal Colleagues' Summary of Impact Assessment:**

n/a

**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:** CBDS Administrator review**Attendees:** Gary Connell, Amanda Robinson, Gerrard Hassett, Lisa Beadle.**Date of Review Meeting:** 4 March 2014**Brief Summary of Discussion:**

The RFC was accepted by the group. The code for Classroom Teacher, 'main pay range' TCH was discussed and the group agreed that a new code should be provided rather than re-using the previous code. The new code for Classroom Teacher 'main pay range' will be TCM.

**Accept / Reject:**

Accept

**Deferred to:**

n/a

**Type of Funding:**

n/a

**Fund Holder Agreement:**

n/a

**If Defer, provide details**

n/a

**If Accept, provide details:**

The requirement was to make amendments to the following codeset:-

Codeset D00187: a new codeset D00232 has been created and codeset D00187 has now been superseded. The associated CBDS data item 400322 has been superseded and a new CBDS data item created: 400349

Next steps were agreed in the meeting to update to 18/03/2014 and arrange publication. The completed RFC has been returned to the originator and the RFC register administrator copied in to update the spread sheet to 18/03/14.

**If Reject, provide details:**

n/a