



Department  
for Education

## 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> New Data Item	<b>RFC 764</b>
<b>Name and team/company of RFC Originator:</b> Phil Dent DDU EDD		
<b>Originator Contact No:</b> 01325 735409	<b>Originator email address:</b> phil.dent@education.gsi.gov.uk	
<b>Date RFC Raised:</b> 01 December 2014	<b>Date change required:</b> For inclusion in the 2015/16 School Census	
<b>Priority:</b> 1	<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> Queries.SUPPLIER@education.gsi.gov.uk		
<b>Change Title:</b> Early Years Pupil Premium		

## **Data item / Rule Number:**

The creation of 2 new data items

### **1. Early years Pupil Premium Eligibility**

*Metadata Requirements:*

Sequential Number – TBA

CBDS Level – Pupil

CBDS Module – Pupil characteristics module

Identifier 1 – TBA

Identifier 2 – n/a

Data Item Name – Early years pupil premium eligibility

Description – Records eligibility for early years pupil premium

Type and format – A(1)

Code set / Valid values – [Y] – Yes (eligible), [N] – No (not eligible)

Item level validation – None

XML Tag - <EYPPE>

Status – Active

History Notes – C

Multiplicity Notes – S (Single current occurrence)

### **2. Early years Pupil Premium Basis for Funding**

*Metadata Requirements:*

Sequential Number – TBA

CBDS Level – Pupil

CBDS Module – Pupil characteristics module

Identifier 1 – TBA

Identifier 2 – n/a

Data Item Name – Early years pupil premium basis for funding

Description – Records the basis for early years pupil premium funding

Type and format – A(2)

Code set / Valid values – [NE] – Not eligible, [EE] – Eligible through economic criteria, [EO] – Eligible other reason, [EB] – Eligible Both Reasons, [EU] – Eligible unknown basis

Item level validation – None

XML Tag - <EYPPBF>

Status – Active

History Notes – C

Multiplicity Notes – S (Single current occurrence)

**Description of change:**

These new data items record the eligibility for EYPP and basis of eligibility for EYPP funding.

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

To facilitate the funding and recording of Early Years Pupil Premium

**Impact of not doing the change:**

This data will not be able to be collected and funding will not be available.

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

Not applicable

**Impact assessment to be undertaken by:**

Core software suppliers

Working Group

ISB

**Date consulted:**

09/12/2014

**Response requested by:**

18/12/2014

## Section 2 - Impact Analysis

### (To be completed by Impact Assessors)

#### Software Suppliers' Summary of Impact Assessment:

##### Supplier 1

We believe it is feasible to provide facilities for schools to enter this information for School Census Autumn 2015. However, there are additional details we need before we can start work on this.

1. Do we need to provide an DOB and/or some other filter on pupils to ensure that schools are making sensible choices?
2. Are we right to assume that when a school enters Not Eligible for the first question that we must report Not Eligible for the second question?
3. Are we right to assume that when a school enters Eligible for the first question that it is not acceptable to report Not Eligible for the second question?

We also fear that schools are going to ask us to provide storage of information to help them come to the right conclusion for each pupil, but at this point we are not in a position to contemplate such storage for a number of reasons including its absence from CBDS, e.g. parents receiving Income-based Job Seekers Allowance.

Obviously, schools will want to record receipt of this Pupil Premium in the same way as for other Pupil Premiums, so we will need a RFC to update D00234 (Pupil Premium Indicator lookup) in CBDS. We would also like to know if this Pupil Premium will be added to the July CSV file for 2015-16 and how it will be represented, e.g. will dates represent an Academic or Financial Year?

**Software Suppliers' Summary of Impact Assessment continued:**

**Supplier 2**

Regarding RFC 764, our comments are as follows:

- It still appears unclear as to what the precise nature of the 'Basis for' EYPP is intended to be, which implies that it is likely that this codeset may change. Is it too early to define the codeset if this is the case?
- It is unclear whether the actual requirement will be similar to that which relates to FSM Entitlement – where there is a need to know date ranges that apply to the entitlement and return these in the census. If this looks likely to be the case, would it be best to include date ranges or academic years in the definitions now?
- Is there not some other Central source of this information that the DfE could access/collect more directly?
- The codeset seems unclear and inflexible in that the existence of “Eligible through economic criteria”, “Eligible other reason” and “Eligible unknown basis” implies at least three different reasons for eligibility – this seems to contradict “Eligible for Both Reasons” and is unclear as to which two reasons ‘Both’ includes.
- The use of upper case for all words in “Eligible for Both Reasons” seems inconsistent with the use of case in the other proposed values.
- In general, it looks likely that it would be better to collect each type of eligibility separately – as presumably (e.g.) a student could start by being eligible for all three reasons and then stop being eligible for some but not all of them – or vice versa.
- Is there a need to collect the eligibility flag? If we are collecting the eligibility reason(s), then the absence of a reason/or in the case of the proposed codeset the use of ‘Not Eligible’ would indicate that the pupil is not eligible, and the existence of a reason would indicate that the pupil is eligible.

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

TDU: this RFC will have a very minor impact. As the RFC will be included within a base-lined Census specification for 2015/16, the additional columns, code-sets and any validation rules will be handled as part of the normal TDU development cycle.

Helpdesk: I have read the attached RFC – agreed there shouldn't be any significant impact on the helpdesk.

**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:** Kirsty Bennett, Amanda Robinson, Phil Dent, Gary Connell, Jenny Simpson, Iain King, Louise Shutt

**Date of Review Meeting:**

12/01/15

#### **Brief Summary of Discussion:**

Supplier 1 comments:

- 1) Specification dependant (collected for all children where DOB are between the specified range)
- 2) It was agreed to remove the second not eligible as it carries no additional information.
- 3) True – only require a reason if answer Yes to first question

Supplier 2 comments:

- No plans to change the codeset at this time
- Currently the entitlement is 'as at census day'. Phil Dent will check this with internal colleague responsible for this area. A note will be added to comments field in CBDS.
- Other data is not reliable enough for use therefore this was approved by Star Chamber.
- It was agreed to change 'eligible other reason' to 'Eligible other known reason' and ensure that all guides explain exactly what to enter.
- It was agreed to use lower case to be consistent
- Currently the data is 'as at census day' and therefore only collected if the child is eligible on that date.
- As supplier 1 - It was agreed to remove the second not eligible as it carries no additional information.

Taking all points into consideration it was agreed to accept the new data items and remove [NE] Not eligible from the second codeset.

**Accept / Reject:**

Accept

**Deferred to:**

n/a

<b>Type of Funding:</b> n/a	<b>Fund Holder Agreement:</b> n/a
<b>If Defer, provide details</b>	
<b>If Accept, provide details:</b> Addition of data items 100559 Early years pupil premium eligibility and 100560 Early years pupil premium basis for funding. Addition of codeset D00248 Early years pupil premium basis for funding	
<b>If Reject, provide details:</b>	

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