



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: 1. Update to a codeset 2. Alteration to timescales	RFC 708
Name and team/company of RFC Originator: Amanda Robinson, Data Development Unit, Education Data Division		
Originator Contact No: 01325 735392	Originator email address: Amanda.robinson@education.gsi.gov.uk	
Date RFC Raised: 25/04/14	Date change required: In systems from September 2014 for collection in the 2014 Autumn School Census	
Priority: 1	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: Queries.SUPPLIER@education.gsi.gov.uk		

Change Title:

1. Change from Social, Mental and Emotional Health (SMEH) to Social, Emotional and Mental Health (SEMH).
2. Amendment to timescales for replacement of school action (SA) and school action plus (SA+) by SEN support (RFC 677 refers).

Data item / Rule Number:

1. CBDS CodeSet D00230 and subsequent data item 100537.
2. CBDS CodeSet D00229 and subsequent data item 100536 (only an end date to add).

Description of change:

1. Change from Social, Mental and Emotional Health (SMEH) to Social, Emotional and Mental Health (SEMH) to be made in data collection systems rather than just internally / in publications as requested by Policy.

Creation of a new Codeset to supersede existing Codeset D00230 changing SMEH to SEMH :

D00230	Pupil SEN Type
SPLD	Specific Learning Difficulty
MLD	Moderate Learning Difficulty
SLD	Severe Learning Difficulty
PMLD	Profound & Multiple Learning Difficulty
SMEH	Social, Mental and Emotional Health
SLCN	Speech, Language and Communication Needs
HI	Hearing Impairment
VI	Visual Impairment
MSI	Multi-Sensory Impairment
PD	Physical Disability
ASD	Autistic Spectrum Disorder
OTH	Other Difficulty/Disability
NSA	SEN support but no specialist assessment of type of need

D00237	Pupil SEN Type
SPLD	Specific Learning Difficulty
MLD	Moderate Learning Difficulty
SLD	Severe Learning Difficulty
PMLD	Profound & Multiple Learning Difficulty
SEMH	Social, Emotional and Mental Health
SLCN	Speech, Language and Communication Needs
HI	Hearing Impairment
VI	Visual Impairment
MSI	Multi-Sensory Impairment
PD	Physical Disability
ASD	Autistic Spectrum Disorder
OTH	Other Difficulty/Disability
NSA	SEN support but no specialist assessment of type of need

Change of Pupil SEN Type with a new sequential number and CBDS identifier to supersede existing data item. All other metadata items remain the same for data item 100537.

This change will affect the following data collections and transfers: 2014 to 2015 school census, 2015 Early Years Census, 2015 Alternative Provision Census, CTF 14 and CTF 15.

2. The introduction of the SEN support code 'K' in RFC 677 to dataset D00229 allowed in the school census business and technical specifications for a transitional period of 1 term. Current requirements are for SA/SA+ to transition to SEN support by the January 2015 spring census.

To assist schools with this change, the transitional period will now be extended to cover the whole of the 2014 to 2015 academic year. As such, SA/SA+ will remain valid codes for the 2014 to 2015 school census. However, it is expected that schools will undertake a review of pupils with SEN within the autumn term and that any new provision is recorded under the SEN support category (rather than SA/SA+).

It should be noted that this change will not need to come into force prior to the January school census.

This change will be included in both the 2014 to 2015 business and technical specifications and the associated validations rules for the schools census.

Reason for change (including benefits):

1. Policy colleagues have requested the re-arrangement of wording for presentational reasons as the term 'mental health' is preferable to 'mental' on its own which could have negative connotations.
2. Policy colleagues have requested the extension to the transition period to reduce reassessment burdens on schools.

Impact of not doing the change:

1. Internal publications and collections data would not be consistent.
2. A burden to review SEN provision would be placed on schools within the autumn term

ISB view of the proposed change:

No comment

Funding availability:

1. Not applicable
2. Not applicable

Impact assessment to be undertaken by:

Core software suppliers

Working Group

ISB

Date consulted:

25/04/14

Response requested by:

9th May 2014

Section 2 - Impact Analysis

(To be completed by Impact Assessors)

Software Suppliers' Summary of Impact Assessment:

Supplier 1

I am pleased to confirm that we support this change.

Supplier 2

Regarding these proposed changes:

1. [SMEH to SMHE]

- Assuming that this means that we will never use the SMEH code (which we believe was due to be introduced in systems for use in September), we are happy with the change provided that rules for cross border transfers in CTF are clear.
- We would be less happy about having to introduce SEMH for the period between September and December and then have to change it for January.
- It would be useful for there to be a clear statement as to:
 - When the new SEN Type codeset is to be available in systems
 - Which Census the new SEN Type codeset is expected to be used in (presumably from Autumn 2014?)
 - What the position is with respect to the replacement of BESH with the new SEMH/SMEH value in systems – i.e. whether it is legitimate/required to automatically move any existing BESH value to the new SEMH/SMEH value.
- At present, it has become unclear as to when CTF 14 is expected to appear – previously it had been stated that it was due in August 2014, but it now appears that the changeover may in fact be in December 2014 (as was the case in previous years). If this is the case, then if the codeset change is to be introduced for September 2014 there will need to be make it clear that the new values are valid in CTF 13 from September 2014 to cater for the introduction of the new codeset that would need to be allowed for in CTF 13.

2. [Longer transition period for SA/SA+]

- Where you say “It should be noted that this change will not need to come into force prior to the January Census”, I assume that this means that:
 - K will be available from September 2014
 - SA, SA+ will continue to be available and valid in all Censuses and CTF's until August 2015
- If this is the case we have no issue with this change, except that (as mentioned for item 1), if the CTF14 introduction is going to be delayed until December 2014 it should be made clear that the new K value will be valid in CTF 13 from September 2014.

Supplier 3

I have no issues with this but couldnt policy people have thought f this in the first place.

DfE Internal Colleagues' Summary of Impact Assessment:

The COLLECT data item will need to have the codeset updated to match from Spring 2015 and all the relevant specifications will need to be updated. This should take a maximum of 0.5 days work.

Alternative Solutions / Workarounds (if appropriate):

N/A

Estimated Cost of Change:

N/A

Impact Assessed by (name):

Core software suppliers

Working Group

ISB

Date:

09/05/2014

Section 3 - Outcome / Decision**(To be completed CBDS administrator)****Review Meeting:** CBDS administrator review**Attendees:** Lisa Beadle / Phil Dent / Amanda Robinson**Date of Review Meeting:** 12/05/2014

Brief Summary of Discussion:

Supplier 2 comments were discussed and the following comments have been added:

1. [SMEH to SMHE]

- Assuming that this means that we will never use the SMEH code (which we believe was due to be introduced in systems for use in September), we are happy with the change provided that rules for cross border transfers in CTF are clear. *This issue was raised for RFC 677 and as stated at that time, following investigation the numbers of cross border transfers is minimal and as such a manual process will accommodate such transfers.*
- We would be less happy about having to introduce SEMH for the period between September and December and then have to change it for January. *The change will be introduced this September for 2014 Autumn Census and will remain in the subsequent Census collections.*
- It would be useful for there to be a clear statement as to:
 - o When the new SEN Type codeset is to be available in systems *As previous comment.*
 - o Which Census the new SEN Type codeset is expected to be used in (presumably from Autumn 2014?) *As previous comment.*
 - o What the position is with respect to the replacement of BESH with the new SEMH/SMEH value in systems – i.e. whether it is legitimate/required to automatically move any existing BESH value to the new SEMH/SMEH value. *Initial RFC 677 covers the change from BESH to SMEH and this RFC amends the order of the letters to SEMH to meet policy requirements.*
- At present, it has become unclear as to when CTF 14 is expected to appear – previously it had been stated that it was due in August 2014, but it now appears that the changeover may in fact be in December 2014 (as was the case in previous years). If this is the case, then if the codeset change is to be introduced for September 2014 there will need to be make it clear that the new values are valid in CTF 13 from September 2014 to cater for the introduction of the new codeset that would need to be allowed for in CTF 13. *This will be detailed in the CTF specification which is planned for discussion in the next supplier meeting on 28th May 2014.*

2. [Longer transition period for SA/SA+]

- Where you say “It should be noted that this change will not need to come into force prior to the January Census”, I assume that this means that:
 - o K will be available from September 2014
 - o SA, SA+ will continue to be available and valid in all Censuses and CTF’s until August 2015
- If this is the case we have no issue with this change, except that (as mentioned for item 1), if the CTF14 introduction is going to be delayed until December 2014 it should be made clear that the new K value will be valid in CTF 13 from September 2014. *Assumptions are correct and there will be no delay.*

It was agreed that the supplier comments did not affect the change being progressed.

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:

CBDS CodeSet D00230 is Superseded by CodeSet D00237 and subsequent Data Item 100537 is Superseded by Data Item 100547.

Data Item 100536 end date added of 31/08/2015.

Updates made on 12/05/14 to be sent for publish request middle of following week.

If Reject, provide details:

N/A