



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: Addition of withdrawal reason field	RFC 719
Name and team/company of RFC Originator: David Goody, Accountability Analysis Team, ESEDD / Flexible Resource Unit, ESD		
Originator Contact No: 02476 660 287	Originator email address: David.GOODY@education.gsi.gov.uk	
Date RFC Raised: 08/07/2014	Date change required: In systems for the start of the 2015 autumn term and for collection in the 2015 Autumn School Census as part of the data collections for the 2015/16 academic year.	
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:

Withdrawal reason for post-16 school census module

Data item / Rule Number:

New CBDS data item – data item sequential number and identifier to be confirmed if the RFC is approved.

Description of change:

Addition of a field to capture the reasons why a student has withdrawn from a post-16 learning aim.

- Sequential Number – *(to be confirmed after the RFC has been approved)*
- CBDS Level - Pupil
- CBDS Module – Post 16 Learning Aims
- Identifier 1 - *(to be confirmed after the RFC has been approved)*
- Identifier 2 -
- Data Item Name – Learning Aim Withdrawal Reason
- Description – The reason for withdrawal from the learning aim
- Type and format – A(2)
- Code set / Valid values – *(to be confirmed after the RFC has been approved – if appropriate)*
- Item Level Validation - Must be completed if <LearningAimStatus> is '3' - 'Withdrawn'; Must be left blank if <LearningAimStatus> is '1', '2' or '4'.
- XML Tag – <LearningAimWithdrawalReason>
- Status - Active
- History Notes – C
- Multiplicity Notes – M per pupil, S per Learning Aim

Reason for change (including benefits):

The [16-19 Accountability Consultation](#) proposed a Completion and Attainment measure for level 2 qualifications and level 3 tech levels. The skills minister, Matthew Hancock, does not wish students leaving these courses to take up places on specific work-based programmes to count as non-completions. This proposal has now been confirmed in the government response published on 27 March.

To exclude these students from the measure we need to record reasons for withdrawal from post-16 learning aims to identify whether the reason is to take up a place on such a programme. Alignment and parity for schools is important to ensure burdens are fair when compared to other providers such as colleges and that we should capture information on withdrawals in a manner as close as possible to FE colleges.

The information will be used in accountability measures for schools and published as a headline measure in KS5 Performance Tables. It will also affect the calculation of minimum standards at KS5.

Measuring completion rates provides an incentive for schools to ensure students of all abilities are encouraged to complete courses of study and enter for qualifications. Identifying and excluding specific withdrawal reasons prevents penalising students transferring to these priority initiatives and supports the wider aim of ensuring young people enter positive destinations.

Impact of not doing the change:

If this change is not implemented then schools will be disadvantaged on the Completion and Attainment measure as students transferring to specific work-based programmes will be counted as negative outcomes. This may also lead to students being discouraged from moving to these specific work-based programmes.

ISB view of the proposed change:

No comments/ issues from an ISB perspective

Funding availability:**Impact assessment to be undertaken by:**

Core software suppliers

Working Group

ISB

Date consulted:

11th July 2014

Response requested by:

18th July 2014

Section 2 - Impact Analysis

(To be completed by Impact Assessors)

Software Suppliers' Summary of Impact Assessment:

Supplier 1

We don't have a problem with this RFC.

Supplier 2

As always we would prefer to keep the changes for the schools to a minimum, especially given the number of changes in this particular area recently.

A thought for one possible alternative, could there be a specific Learning Aim record say for "Work based Programme", and set the current student's Learning aims to 3 – transferred & add the student to this specific new learning aim?

We would accept the change as suggested, but would like to see the code set for the new field, as this would help us in deciding the best way to incorporate the change into our software.

Supplier 3

Whilst the aim of the proposal is to identify a particular reason for withdrawal from a learning aim, it would seem cheaper and more sensible to add a new code for Learning Aim Status of 'Transferred to approved programme' instead of using a new field which is only available in one circumstance.

There seems no point in free text data being added and look up values were not offered at this time.

This would simply require the addition of a lookup value and not require cross field validation.

If more than one additional approved reason was needed then this could also be accommodated.

The minister would be able to get the required info if the suggestion was acceptable.

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, David Goody, Phil Dent, Amanda Robinson, Lisa Beadle

Date of Review Meeting: 15/08/14

Brief Summary of Discussion:

Supplier feedback was discussed as follows:-

Supplier 2 - We need to capture information for where a student is transferring to a different school or college to undertake the work based programme. The supplier suggestion would only work where the student moves to a work based programme being offered by the same school.

Supplier 3 - The advice we received from Star Chamber was that they wanted to be consistent in how the withdrawal information was being collected in the School Census and ILR (data collection for FE colleges). This is why we have proposed adding a new field that allows the same data to be collected on both data collection returns.

The codeset to be used is as follows:-

	Learning Aim Withdrawal Reason
1	Learner has transferred to another provider to undertake learning which meets a specific government strategy
2	Learner has transferred to another provider
3	Learner injury/illness
4	Financial reasons
44	Other personal reasons
45	Exclusion
97	Other
98	Reason not known

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 Data Item number 100550 and CodeSet D00240 has been added to the CBDS with an entry date of 15/08/14.

If Reject, provide details:

N/A

If Reject, provide details: