



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)

Project / Service: CBDS	Type of Change: New data item	RFC 849
Name and team/company of RFC Originator: Phil Dent DDU EDD		
Originator Contact No: 01325 340499	Originator email address: phil.dent@education.gsi.gov.uk	
Date RFC Raised: 23 October 2015	Date change required: For inclusion in the 2016/17 School Census	
Priority: 2	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: Traineeship indicator		

Data item / Rule Number:**1) New data item – Traineeship****Metadata Requirements:**

Sequential Number – TBA
CBDS Level – Pupil
CBDS Module – Pupil Characteristics
Identifier 1 – TBA
Identifier 2 – n/a
Data Item Name – Traineeship
Description – Pupil engaged in a Traineeship
Type and format – A(5)
Code set / Valid values – 1,0 or true, false
Item level validation – None
XML Tag - <Traineeship>
Status – Active
History Notes – C
Multiplicity Notes – S

Description of change:

The introduction of a new data item to record – within the pupil's learning aims – if the pupil is undertaking a traineeship.

The data item will flag 'true' (or 1) and 'false' (or 0) with the default being set to 'false' (or 0).

Applicable to: Autumn census only

School types: Secondary All-through and PRU

Module: Post-16 learning aims module

For: BOTH on and off roll pupils

Reason for change (including benefits):

Traineeships were introduced in 2013 as an opportunity for young people to become work / apprenticeship ready. Traineeships have grown year on year for 16-18 year olds.

As this programme is viewed by government as a key route into apprenticeships, it is imperative that we are able to accurately record involvement with this policy and the introduction of this indicator will allow us to monitor this as part of the on-going recording of student learning aims. This will allow us to monitor the programmes performance against cabinet office expectations on annual delivery and numbers; also allowing the department to understand and monitor what is being delivered to young people as part of a traineeship.

Impact of not doing the change:

There will be no way to monitor the take-up of traineeships, nor of reporting such take-up to the centre.

ISB view of the proposed change:

Funding availability:

Not applicable

Impact assessment to be undertaken by:

Core software suppliers

School census suppliers

CTF software suppliers

Working group

ISB

Date consulted:

26/10/2015

Response requested by:

02/11/2015

Section 2 - Impact Analysis

(To be completed by Impact Assessors)

Software Suppliers' Summary of Impact Assessment:

Supplier 1

Our comments for the revised RFC 849:

- It would be extremely useful to include the clarifications to our comments on the original RFC (please see attached mail) in the technical specification and/or school guidance.
- Based on the clarifications, we understand that that traineeship data is only required from 2016/2017 onwards. However, there would be cases of Learning Aims that exist in whole or in part of 2016/2017 (i.e. for continuing aims that span across multiple academic years) and would therefore also have a value for traineeship.
- we suggest any older aims that include this flag would not be rejected regardless of the set value (this will make it easier for our users but knowing that the DfE may want to ignore the traineeship value for any learning aim ending before the start of 2016/2017).

DfE Internal Colleagues' Summary of Impact Assessment:

TDU

It is for 2016/17 Census and applicable to Autumn only. The additional item is going to be a straightforward Boolean (true/false) field and as it is so far in advance it can be added as part of the normal development cycle.

Our conclusion is that this RFC will have negligible impact for TDU/Capgemini - irrespective of who develops Autumn 2016 Census.

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, Gary Connell,
Phil Dent

Date of Review Meeting:

12/11/15

Brief Summary of Discussion:

Discussed the RFC – Agreed that as this field will sit within the learning aims module the coverage will be the same as for individual learning aims, i.e. it will be collected from all schools with a phase of secondary, all-through or pupil referral unit that have a sixth form for pupils in year 12 and above with a sole or dual main registration (for both on roll and off roll records). However as the 2016 autumn census will collect learning aims for both the 2015/16 and 2016/17 academic years the proposal will be that there will be no expectation that schools will complete this field retrospectively for aims which were completed during 2015/16 (when the field would not be present within school MIS) with the requirement being that only constituent aims that were started/live in 2016/17 be identified.

Change the descriptions as follows:

Metadata Requirements:

Sequential Number – TBA

CBDS Level – Pupil

CBDS Module – **Post 16 Learning Aims**

Identifier 1 – TBA

Identifier 2 – n/a

Data Item Name – Traineeship

Description – **Learning aim part of traineeship programme**

Type and format – A(5)

Code set / Valid values – 1,0 or true, false

Item level validation – None

XML Tag - <Traineeship>

Status – Active

History Notes – C

Multiplicity Notes – S

Re Supplier comments:

1) Note taken – the guide & spec will be as clear as possible

2 & 3) It will be collected from all schools with a phase of secondary, all-through or pupil referral unit that have a sixth form for pupils in year 12 and above with a sole or dual main registration (for both on roll and off roll records). However as the 2016 autumn census will collect learning aims for both the 2015/16 and 2016/17 academic years the proposal will be that there will be no expectation that schools will complete this field retrospectively for aims which were completed during 2015/16 (when the field would not be present within school MIS) with the requirement being that only constituent aims that were started/live in 2016/17 be identified.

Agreed to create new data item.

Accept / Reject:

Accept

Deferred to:

Type of Funding:	Fund Holder Agreement:
If Defer, provide details	
If Accept, provide details: Creation of new data item 100585 Traineeship	
If Reject, provide details:	

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