



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: Update of data item name	RFC 854
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: 09 November 2015	Date change required: For inclusion in the 2016/17 School Census and 2017 Alternative Provision Census	
Priority: 4	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: Post looked after arrangements		

Data item / Rule Number:

Adopted from care – Data item 100549 and codeset D00239

Description of change:

The current data item <AdoptedFromCare> (100549) no longer provides an accurate description of the data which is expected to be recorded within it. This data item is intended to record 4 variants of children ceasing to be looked after (3 of which do not relate to adoption) and therefore there is a risk that the current data item name which focuses on adoption will confuse confusion for data providers (schools and local authorities) and users.

This RFC is therefore concerned with measuring the impact of potentially renaming the data item. There are three options as to how this could be handled:

Option 1:

The data item be renamed to 'Post looked after arrangements' with a corresponding amendment to the XML tag and data item number. This will also impact codeset D00239 as this will need to be renamed to match, with a new codeset number being issued.

Applicable to: Autumn, Spring and Summer terms

School types: All school types

Module: Pupil Characteristics

For: On roll pupils only

Metadata Requirements:

Sequential Number – TBA

CBDS Level – Pupil

CBDS Module – Pupil Characteristics

Identifier 1 – TBA

Identifier 2 – n/a

Data Item Name – Post looked after arrangements

Description – Child who has been adopted from care, left care under a special guardianship order, left care under a residential order or left care through a child arrangement order

Type and format – A(1)

Code set / Valid values – D00239 [existing Codeset D00239 will need to be renamed and therefore renumbered. No other changes are required to the codeset]

Item level validation – None

XML Tag - <PLAA>

Status – Active

History Notes – C

Multiplicity Notes – S

Option 2:

The data item be renamed to 'Post looked after arrangements' with a change data item number. The XML tag and codeset will remain unchanged.

Applicable to: Autumn, Spring and Summer terms

School types: All school types

Module: Pupil Characteristics

For: On roll pupils only

Metadata Requirements:

Sequential Number – TBA

CBDS Level – Pupil

CBDS Module – Pupil Characteristics

Identifier 1 – TBA

Identifier 2 – n/a

Data Item Name – Post looked after arrangements

Description – Child who has been adopted from care, left care under a special guardianship order, left care under a residential order or left care through a child arrangement order

Type and format – A(1)

Code set / Valid values – D00239

Item level validation – None

XML Tag - <AdoptedFromCare>

Status – Active

History Notes – C

Multiplicity Notes – S

Option 3:

This option is a non-technical change option and focuses on the name of this data item as represented in the Business and Technical Specifications and the Guide documentation. It is proposed that the data item be renamed within the documentation BUT not within CBDS and the technical elements – the XML tag and the codeset remain unaltered.

As such, the documentation would have the added value name, with minimum impact on systems as no amendment would be required.

In completing an impact assessment it would be useful if suppliers could consider each of the 3 options separately with comments against each alongside stating a preference.

Reason for change (including benefits):

To ensure that the name of the data item accurately reflects the purpose of the item and the data that is recorded. This would remove any confusion (both from data providers and data users) regarding the coverage of the field.

Impact of not doing the change:

The data item name will not accurately reflect the purpose and nature of the data that is collected which could create confusion and have a negative impact on the quality of data collected.

ISB view of the proposed change:

Funding availability:

Not applicable

Impact assessment to be undertaken by:

Core software suppliers

School census suppliers

AP census suppliers

CTF software suppliers

Working group

ISB

Date consulted:

09th November 2015

Response requested by:

16th November 2015

Section 2 - Impact Analysis

(To be completed by Impact Assessors)

Software Suppliers' Summary of Impact Assessment:

Supplier 1

Our comments on RFC 854 are as follows:

Option 1

This one would be our preference, although the impact is the greatest, it renames the data item in all locations and avoids any future confusion

- • Assume that as part of this option, the XSLT would also be updated for the relevant validation checks and summary report tables
- • For future reference, can there be something included in the technical specification and guide that mentions what the data item has been renamed from?
- • If this option is followed, will schools be informed of the change other than through the census guides?

Options 2 & 3

We feel that if there is inconsistency across the documents and export, this would cause greater confusion to future updates and also for anyone new to the area.

Supplier 2

Our preference would be to go with Option 1 as this means that everything is updated together and there is less confusion but if this delays the release of the xslt next year because of the changes to validation rules then option 2 or option 3 would be our preference.

I have a question about how this affects the Adopted From Care pupil premium field though, will this also need to be changed and if so will this also require a change to the import file?

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

Looking at this RFC, the impact will be not be until 2016/17 School Census and 2017 AP Census. As development has not yet started on any of these collections, the re-naming of the data item and associated code-list can be applied as part of our normal development lifecycle. As such, this change has negligible impact on TDU resources/testing and we are happy to support it.

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, Kirsty Bennett, Phil Dent**Date of Review Meeting:** 25/11/15**Brief Summary of Discussion:**

After discussing both supplier and TDU impacts it was agreed to go with option 1.

Question responses:

- XSLT would be updated
- Version history/Errata and 'existing data item' sections would be updated
- We would not usually contact schools with regards to changes to data item names
- Policy colleagues will need to be consulted regarding the pupil premium download in 2017

Accept / Reject:

Accept

Deferred to:

Type of Funding:	Fund Holder Agreement:
If Defer, provide details	
If Accept, provide details: Creation of new data item 100587 Post looked after arrangements which will supersede 100549 following the 15/16 census due to change in data item name. Creation of new codeset Post looked after arrangements which will supersede D00239 following the 15/16 census due to change in data item name.	
If Reject, provide details:	

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