Title	Appendix H: Learning aim class codes for 2015 to 2016
Purpose	To provide a technical specification of the classification and coding system to be used to record non-regulated provision in the ILR for 2015 to 2016.
Intended Audience	This technical document is aimed at those responsible for making data returns; data specification implementation; and MI system design (including MI managers, commercial software suppliers and own software writers).
Version	2

Document History

Version 1: Published March 2015. Changes from 2014 to 2015 are highlighted in yellow

Version 2: Published November 2015. Changes from version 1 are highlighted in green

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1. Introduction

This document contains details of the generic learning aim codes available for use in the Individualised Learner Record (ILR) in 2015 to 2016. These are mainly used to record non regulated provision, or in a small number of circumstances, for regulated learning for which there is no other learning aim reference listed in the Learning Aims Reference Service (LARS). The LARS refers to the Learning Aim search on the Hub and the downloadable databases.

You should only use non regulated provision in areas already identified and agreed by the funding agencies as detailed in their published funding documentation.

The LARS holds details of all learning aims but their funding eligibility is determined by the funding policies of the Skills Funding Agency and Education Funding Agency.

The categories of generic learning aim codes for use in the ILR Learning aim reference field (field LearnAimRef) are described but are not all listed in this document. The full set of codes can be found in the LARS.

The generic learning aim codes are sequential numeric codes prefixed by the letter 'Z', for example: Z0000353. Providers can search for learning aims on the Hub using a Keyword or code of "Z0%".

The Learning Aims search on the Hub is being developed to enable searching by the categories used in this document. This will be available in December 2015.

2. Overview of Generic Learning Aim Codes

The table below provides an overview of the categories of generic learning aim codes to be used, and identifies the type of provision they should be used for. The provision can be either:

- funded by the EFA using the 16-19 EFA Funding model (FundModel=25 or 82), or
- funded by the Skills Funding Agency using the:
  - Adult Skills funding model (FundModel=35)
  - Community Learning funding model (FundModel=10)
  - ESF funding model (FundModel=70)
  - Other SFA funding model (FundModel= 81), or
- available for non funded learning aims

		Availability by LARS Validity Category / Funding Model				
Category		**16-19 EFA**	**Adult Skills, Unemployed Offer and OLASS**	**Community Learning$_1$**	**ESF**	**Other**
		FundModel = 25 or 82	FundModel = 35	FundModel =10	FundModel = 70	FundModel = 81 or 99
		Validity Category = 16-19_EFA	Validity Category = ADULT_SKILLS; UNEMPLOYED; OLASS_ADULT	Validity Category = COMM_LEARN	Validity Category = ESF	Validity Category = ANY
A	Non Regulated Provision (SFA Formula funded)		Yes		Yes	
B	Non regulated English, Maths and ESOL Provision (SFA Formula funded)		Yes		Yes	
C	NQF Units of Adult Basic Skills Certificates (SFA Formula funded)		Continuing learners only			
D	Innovation Code		Yes			Yes (Fund model 81 only)
E	Non Regulated Provision (not Community Learning or SFA Formula Funded)	Yes				Yes
F	Non Regulated Provision (Community Learning)			Yes		Yes[1]
G	Non regulated English, Maths and ESOL Provision (not SFA Formula Funded)	Yes		Yes		Yes
H	Units of NQF qualifications					Yes
I	Work experience/placement	Yes	Yes for Traineeships only		Yes	
J	Supported Internship	Yes				
K	Programme aim	Yes	Yes		~~Yes~~	Yes
L	ESF				Yes	
M	Conversion Codes between Higher National Qualifications					Yes
O	Education Assessments		Yes – only as detailed			Yes – only as detailed

[1] Also available for Community learning provision that is sub-contracted to a college and recorded using funding model 99
Category N (Generic Diploma programme aims) has been removed for 2015 to 2016

3. Skills Funding Agency Adult Skills Funded Provision

Non-regulated provision eligible for funding must be one of the following.

- Provision for learners with learning difficulties or disabilities as part of a personalised learning programme.

- Provision for English for Speakers of Other Languages (ESOL), where there is no appropriate regulated qualification available.

- Provision in the area of Preparation for Work.

- Provision to support learners re-engaging in learning and who are progressing to a full level 2 qualification.

There are four elements associated with each of the generic learning aim codes for Adult Skills funded provision.

1) **Notional Level of learning** - the level of learning, for example: Entry, Level 1, Level 2, Level 3 and Level 4)

2) **Sector -** the Sector Subject Area (SSA) of the provision using the tier 2 classification. See Section 6 for a listing of the tier 2 sector subject areas.

3) **Funding Band** – Non regulated learning aims that are funded through the Adult Skills funding methodology will be funded using rates drawn down from the funding rates matrix which can be found here: https://www.gov.uk/government/collections/sfa-funding-rates

4) **Programme weighting** - The Programme weighting is determined by the Sector Subject Area (SSA) tier 2 category of the provision

Providers should choose the appropriate code from the LARS depending upon the level of learning, the sector subject area, the funding band (guided learning hours) and the programme weighting of the learning aim being delivered.

For example: If a provider is delivering provision at entry level in Work skills, with guided learning hours of 150hrs, then the following code would be used:

Z0001543 - Non regulated SFA formula funded provision, Entry Level, Preparation for Work, 101 to 196 hrs, PW A – Base

There are four categories of generic learning aim codes that can be used to record provision that is funded through the Adult Skills Budget.

Category A: Non Regulated Provision (SFA Formula funded)

Codes in this category should be used for the majority of non regulated provision that is funded through the Adult Skills or ESF funding models, unless it is English, Maths, ESOL or the Innovation code. Each code includes the level of learning (Entry level to Level 4), Sector Subject Area (tier 2), guided learning hours funding band and Programme Weighting of the learning aim.

For example:

Z0001543	Non regulated SFA formula funded provision, Entry Level, Preparation for Work, 101 to 196 hrs, PW A
Z0003079	Non regulated SFA formula funded provision, Level 1, Crafts, Creative Arts and Design, 45 to 68 hrs, PW C

Category B: Non Regulated English, Maths and ESOL Provision (SFA Formula funded)

English and Maths

Codes in this category should be used for non-regulated English, Maths and ESOL provision that is funded through the Adult Skills or ESF funding models.

There are separate codes for English, Maths and ESOL provision. Each code includes the level of learning (Pre-Entry level to Level 2) and guided learning hours funding band of the learning aim.

For example:

Z0004301	Non regulated SFA formula funded provision, Pre-Entry Level, ESOL, 197 to 292 hrs
Z0004407	Non regulated SFA formula funded provision, Entry Level, Maths, 93 to 100 hrs

Category C: NQF Units of Adult Basic Skills Certificates (SFA Formula funded)

NQF units in English and Maths are not available for Adult Skills funding.

NQF units in ESOL can only be used by learners who started them in 2014 to 2015. They are not available for new starters in 2015 to 2016.

Category D: Innovation Code

The Innovation code is funded using the estimated credit size of the provision rather than guided learning hours and so the learning aim codes include the level (Entry level to Level 4), Sector Subject Area (tier 2), Credit value funding band and Programme weighing factor of the learning aim.

For example:

Z0004517	Innovation code, Level 3, Medicine and Dentistry, 25-36 credits, PW B

ZINN0001-ZINN0006 Codes

These codes are only available for use for learners who started learning prior to 1 August 2013, who can continue to use these codes until they complete the learning aim.

4. EFA Funded, Skills Funding Agency Funded (not SFA Formula funded) and Non funded provision

The following categories of codes should be used to record non regulated provision funded through the following funding models:

- 16-19 EFA funding models (FundModel=25 or 82)
- ~~ESF (FundModel=70)~~
- Other SFA funding model (FundModel 81)
- Community Learning funding model (FundModel=10)
- Non funded learning aims (FundModel=99)

There are three categories of generic learning aim codes. These codes follow a similar structure to those used for SFA Adult Skills funded provision but do not contain details of a funding band or programme weighting.

Category E: Non Regulated Provision (not Community Learning or SFA Formula Funded)

Codes in this category should be used for the majority of non regulated provision unless it is English, Maths or ESOL. This category of codes is not available for Community Learning funded provision, which should be recorded using codes from category G.

These codes include the level (Entry level to Level 6) and Sector Subject Area (tier 2) of the learning aim.

For example:

Z0001729	Non regulated provision, Entry Level, Medicine and Dentistry

Category F: Non Regulated Provision (Community Learning)

Codes in this category should be used for the majority of non regulated provision delivered under Community learning funding unless it is English, Maths or ESOL. These codes do not have a notional level of learning and describe only the Sector Subject Area (tier 2) of the learning aim.
For example:

Z0002105	Non regulated Community Learning provision, Crafts, Creative Arts and Design

Category G: Non regulated English, Maths and ESOL Provision (not SFA Formula Funded)

Codes in this category should be used to record non regulated English, Maths and ESOL provision that is based on national standards for adult literacy and numeracy.

For EFA funded learners these codes should only be used when only this provision meets the needs of learners. The EFA expects that all learners who are capable of taking approved qualifications to be on substantial programmes that include these.

There are separate codes for English, Maths and ESOL provision for each level of learning (Pre-Entry level to Level 3)

For example:

Z0002130	Non regulated provision, Entry Level, ESOL

Category H: Units of NQF qualifications

Codes in this category should be used to record units of approved National Qualifications Framework (NQF) qualifications. They are only available for use for non funded provision. They cannot be used for provision that is funded by the Skills Funding Agency or EFA.

These codes include the level (Entry level to Level 3) and Sector Subject Area (tier 2) of the learning aim.

For example:

Z0002143	NQF unit, Entry Level, Health and Social Care

Units of QCF qualifications

Units of QCF qualifications that are eligible for Skills Funding Agency funding are listed individually on LARS. If you need to record a QCF unit for non-funded provision that is not listed on LARS then you should contact the service desk to request that this is added to LARS.

5. Other Class Codes

Category I: Work experience/placement

Work experience within an EFA funded study programme or a traineeship

These codes should be used to record periods of time spent on work experience or work placements that are undertaken as part of an EFA funded study programme or a traineeship, where the learner is placed with an employer to develop job-specific skills and gain an awareness of a particular sector. Internal work placements that take place within a college environment should also be recorded using these codes. Non regulated work preparation activity should be recorded using codes from Category A or E.

Providers should use the applicable code that describes the total number of hours undertaken by the learner during their work experience/work placement.

Learning Aim Reference	Learning Aim Title	Validity
Z0007834	Work experience/placement, 0 to 49 hrs	16-19 EFA
Z0007835	Work experience/placement, 50-99 hrs	16-19 EFA
Z0007836	Work experience/placement, 100-199 hrs	16-19 EFA, Adult Skills (Traineeships only)
Z0007837	Work experience/placement, 200-499 hrs	16-19 EFA, Adult Skills (Traineeships only)
Z0007838	Work experience/placement, 500+ hrs	16-19 EFA, Adult Skills (Traineeships only)

You must also record further details of the work experience/placement using the Work Placement data entity in the ILR. See the ILR Specification for further details.

ESF funded work experience

The following codes have been added to record work experience or work placements that are funded as part of an ESF contract, and are only valid for the ESF funding model (code 70).

Learning Aim Reference	Learning Aim Title
Z0007860	Work experience/placement, Up to 12 hrs, PW A
Z0007861	Work experience/placement, 13 to 20 hrs, PW A
Z0007862	Work experience/placement, 21 to 44 hrs, PW A
Z0007863	Work experience/placement, 45 to 68 hrs, PW A
Z0007864	Work experience/placement, 69 to 92 hrs, PW A
Z0007865	Work experience/placement, 93 to 100 hrs, PW A
Z0007866	Work experience/placement, 101 to 196 hrs, PW A
Z0007867	Work experience/placement, 197 to 292 hrs, PW A
Z0007868	Work experience/placement, 293 to 388 hrs, PW A
Z0007869	Work experience/placement, 389 to 580 hrs, PW A
Z0007870	Work experience/placement, 581 to 1060 hrs, PW A
Z0007871	Work experience/placement, 1061 + hrs, PW A

Category J: Supported Internship

Code Z0002347 should be used for EFA funded learners to record a study programme which is delivered mainly on an employer's premises, for young people aged 16-24 who have learning difficulties and/or disabilities and are subject to a learning difficulty assessment (education, health and care plan in the future); for whom an apprenticeship is not a realistic option.

Providers must also record further details of the supported internship using the Work Placement data entity in the ILR. See the ILR Specification for further details

Category K: Programme Aims

The code ZPROG001 is used in the Learning aim reference field, for apprenticeship, traineeship and Trailblazer apprenticeship programme aims.

Category L: ESF funded

The following learning aim reference must be recorded for all ESF funded learners.

Learning Aim Reference	Learning Aim Title
ZESF0001	ESF learner start and assessment

Non-regulated learning across multiple sector subject areas

If a learner is following a programme of learning that involves learning across several sector subject areas then you should record one of the learning aims in the range (Z0007848 - Z0007859). However, if the learner is undertaking learning in a single sector subject area then you should use a learning aim reference from Category A.

For example:

Z0007849	Non regulated SFA formula funded provision, Mixed Sector Subject Areas, 13 to 20 hrs

Non-regulated learning – Preparation for work or Foundations for learning and life

If a learner is undertaking learning in sector subject area 14.1 (Foundations for Learning and Life) or 14.2 (Preparation for work) and the learning has no defined indicative level, then you should record one of the learning aims in the range (Z0007872 - Z0007895). Where the level of learning is known, you should record an aim from Category A instead.

For example:

Z0007876	Non regulated SFA formula funded provision, No defined level, Preparation for Work, 69 to 92 hrs, PW A
Z0007888	Non regulated SFA formula funded provision, No defined level, Foundations for Learning and Life, 69 to 92 hrs, PW A

The learning aim reference XESF0001 is not valid for use in the 2014-20 programme.

Category M: Conversion Codes between Higher National Qualifications

The following codes should be used to record the conversion from a Higher National Certificate to a Higher National Diploma.

These codes have the following characteristics:

Learning Aim Reference	00283xxx
Title	HNC to HND Conversion Code – zzzzzzzzzzzz where zzzzzzzzz is the subject matter.
Learning Aim Type	1454 (Higher National Certificate to Higher National Diploma (HNC to HND) Conversion Code

Category N: Generic Diploma programme aims, has been removed from 2015 to 2016.

Category O: Education Assessments

These codes should be used to record education assessments that are carried out by a provider.

Learning Aim Reference	Learning Aim Title	Validity
Z0007842	Education assessment in Maths	OLASS
Z0007843	Education assessment in English	OLASS
Z0007844	English, maths, ICT and Learning Support assessment.	OTHER

These codes should only be used for either OLASS education assessments or for the 18-21 Work Skills pilot.

6. Sector Subject Areas

The sector subject areas (also called sector subject categories) are a single framework of sectors and subjects used to categorise qualifications. This common framework was developed for use across relevant education agencies and bodies in England, Wales and Northern Ireland.

SSA Tier 1 Code	SSA Tier 1 Description	SSA Tier 2 Code	SSA Tier 2 Description
01	Health, Public Services and Care	01.1	Medicine and Dentistry
		01.2	Nursing and Subjects and Vocations Allied to Medicine
		01.3	Health and Social Care
		01.4	Public Services
		01.5	Child Development and Well Being
02	Science and Mathematics	02.1	Science
		02.2	Mathematics and Statistics
03	Agriculture, Horticulture and Animal Care	03.1	Agriculture
		03.2	Horticulture and Forestry
		03.3	Animal Care and Veterinary Science
		03.4	Environmental Conservation
04	Engineering and Manufacturing Technologies	04.1	Engineering
		04.2	Manufacturing Technologies
		04.3	Transportation Operations and Maintenance
05	Construction, Planning and the Built Environment	05.1	Architecture
		05.2	Building and Construction
		05.3	Urban, Rural and Regional Planning
06	Information and Communication Technology	06.1	ICT Practitioners
		06.2	ICT for Users
07	Retail and Commercial Enterprise	07.1	Retailing and Wholesaling

SSA Tier 1 Code	SSA Tier 1 Description	SSA Tier 2 Code	SSA Tier 2 Description
		07.2	Warehousing and Distribution
		07.3	Service Enterprises
		07.4	Hospitality and Catering
08	Leisure, Travel and Tourism	08.1	Sport, Leisure and Recreation
		08.2	Travel and Tourism
09	Arts, Media and Publishing	09.1	Performing Arts
		09.2	Crafts, Creative Arts and Design
		09.3	Media and Communication
		09.4	Publishing and Information Services
10	History, Philosophy and Theology	10.1	History
		10.2	Archaeology and Archaeological Sciences
		10.3	Philosophy
		10.4	Theology and Religious Studies
11	Social Sciences	11.1	Geography
		11.2	Sociology and Social Policy
		11.3	Politics
		11.4	Economics
		11.5	Anthropology
12	Languages, Literature and Culture	12.1	Languages, Literature and Culture of the British Isles
		12.2	Other Languages, Literature and Culture
		12.3	Linguistics
13	Education and Training	13.1	Teaching and Lecturing
		13.2	Direct Learning Support
14	Preparation for Life and Work	14.1	Foundations for Learning and Life
		14.2	Preparation for Work

SSA Tier 1 Code	SSA Tier 1 Description	SSA Tier 2 Code	SSA Tier 2 Description
15	Business, Administration and Law	15.1	Accounting and Finance
		15.2	Administration
		15.3	Business Management
		15.4	Marketing and Sales
		15.5	Law and Legal Services