



Data Operations - request for change form for CBDS

RFC 1240

Type of change

Data Items – Increase of character length for all name related data items.

Name and team/company of RFC Originator:

Nicky Berryman, DOT

Contact: Queries.SUPPLIER@education.gov.uk

Date RFC raised

30/01/23

Date change required

In systems ready for March 2023

Priority

2

Priority ratings

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

Section 1 – details of change

Data item / rule number:

Data Items: N00003, N00004, N00005, N00008, N00009, N00010, N00499, N00500, N00501.

Description of change

Due to School Census queries received the character length for all name related data items to be increased to 100 characters.

Reason for change (including benefits)

To increase the character length of all name related data items. This will ensure that schools/LAs can provide the legal name for children, ensuring that their responsibilities under GDPR are met.

Impact of not doing the change

If the changes are not implemented, data will be inaccurate as names will be truncated and will be difficult to match data under names. By not doing the change we are at risk at not facilitating schools/LA to submit accurate information under GDPR.

Impact assessment to be undertaken by

Software suppliers

DfE Working Group

Date consulted

30/01/23

Response requested by

06/02/23

Section 2 – impact analysis

Software suppliers' summary of impact assessment

Supplier 1: The RFC states that all of the items are to be set to 100 characters, the fields include:

- a. Firstname, Surname – These are fine
- b. Middlenames – surely if we need 100 characters for firstname/surname we must need far more for middlenames?
- c. N00501 – this is the Title, firstname and surname of the headteacher, 100 characters feels low for this? (it was already 70)

The RFC says “Date Required For Change” : “In systems ready for March 2023” this is unreasonably short notice and there is little chance that this deadline is possible to achieve.

Supplier 2: *We suggest that the increase in length for name should be to 60 characters.*

We have been using this length of name in various countries around the world including Southern India, who are well known for very long names.

Setting the length to 60 characters will be of no inconvenience to the majority of schools in England and Wales, whereas setting it to 100 characters is likely to be significantly inconvenient.

Obviously, the case that prompted this increase in name length (44 characters) would be more than satisfied by the increase of length to 60 characters.

Please take into account that an increase to 100 characters would also disrupt CTF and Admissions transfer files for the majority of schools in England and Wales.

DfE internal colleagues' impact assessment

DIT:

DOT: Consulted Working Group

DISD:

Service Desk:

Alternative Solutions / Workarounds (if appropriate)

DIT:

DOT: Agreed with working group that 60 is the agreed character length and CBDS will be updated to reflect this to avoid issues with transfer files.

DISD:

Service Desk:

DfE internal colleagues' summary of impact assessment

DIT: Accepted Rejected No Impact

DOT: Accepted Rejected No Impact

DISD: Accepted Rejected No Impact

Service desk: Accepted Rejected No Impact

Impact Assessed by (name and date)

DIT:

DOT: Nicola Berryman 9th February 2023

DISD:

Service Desk:

Section 3 - outcome / decision

Date of review meeting – on line 9/2

Attendees

Andrew Naylor

Ian Windress

Nicola Berryman

Brief Summary of Discussion

COLLECT for a couple of collections has been updated to 100 Characters, 60 can be used for any other collection when development starts.

If suppliers don't implement for March, then it is their customers that will be inconveniences and potentially have issues receiving CTF's from other supplier systems.

Accept

If accept, provide details

Agreed to amend CBDS to 60 Characters for each name data item.

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