School census 2023 to 2024: summer

School summary report technical specification, version 1.1

February 2024

Contents

Version history

This gives details of changes made in version 1.0 to the specification since 2022 to 2023 and then the changes made in any subsequent versions.

Ref	Changes	Name/date
1.0	Global changes: All dates rolled forward References to <Gender> updated to <Sex>	Nicola Berryman March 2023
1.1	Updates due to the expansion of childcare entitlements	Nicola Berryman January 2024

1. Introduction

This specification is for the **2024 summer** school summary report and is designed to provide key school level information from the pupil and school level modules in the return in an easy-to-read format.

Please note: all references to schools in this document refer to pupil referral units / alternative provision (PRU / AP) as well.

The school summary report is generated automatically by the school's management information system (MIS) software. It fulfils a number of purposes:

- to allow school staff preparing the return to check its accuracy and completeness before passing it to the head teacher

- to allow the head teacher authorising the return to check its accuracy and completeness before submitting the return to the local authority or the department as appropriate

- where the summary is forwarded to the local authority, it enables them to check the return from the school

- provides the department with assurance that the return has been subject to plausibility checking by the school and, where appropriate, the local authority

- to allow the head teacher to keep track of absence figures - particularly persistent absentees.

2. Presentation

Section 3 of this document specifies the format and content for the school summary report for the 2024 summer school census together with the business rules for calculating the numbers in the cells of each table. The school summary report must use the school census extract file. The data is presented as a series of tables such as Table 1: School characteristics.

XML tags have been used in the business rules to identify the data items. Square bracketed numbers, such as [A5], are included in the tables in Section 3 to provide a cross-reference to the business rules. The bracketed numbers should not appear in the summary report itself.

The 'collection (school phase) marker' is used to show the applicability of each table to each school phase where:

Table 5: pupils on roll by their first language

The 'collection (school phase) marker' would indicate:

[ALL schools]

Thereby indicating that this table is applicable for all types of school.

The business rules stat the phase codes to which the rule applies so, in this example:

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Some of the rows within tables apply only to a sub-set of schools. Notes against the business rules indicate if there are particular phases of school for which these rows are or are not generated within a table. For example, within Table 1: School characteristics; the "provision for child mothers"; "number of teen mother places" and "provision for childcare" elements only apply to schools with a phase of 'PR'. This is stated in the business rules for Table 1 and the three rows within the table that correspond to these data items are only be generated for schools with a phase of 'PR'.

The business rules have not been given for every cell in the tables to keep the number down to a minimum. Where there are cells containing the same information for different categories, the rule has been given in the first cell for the first category and will need to be adapted for the other categories. For example in Table 2, rule [B1] has been given for the number of full-time male pupils aged 19 and over and this will need to be adapted to give the rules for the total of full-time male pupils for each age shown.

All references to pupils' age are as at 2023-08-31 unless otherwise stated.

There is a summary line at the top of the school summary report that shows the number of errors and queries present in the data. This is equivalent to running the validation rules

as shown in the 2023 to 2024 school census business and technical specification and displaying the totals. Those suppliers using the XSLT components supplied by the department will be able to use the validation modules to generate this total and display it at the beginning of the summary report. The two variables [error count] and [query count] refer to these totals and are not defined in the business rules.

3. Summary report

Table 1: School characteristics [ALL schools]

Output

There are [error count] errors and [query count] queries.

Table 1: School characteristics [ALL schools]

Characteristic	Data
Summary for [School Name]	[A1]
Local authority code	[A2]
Establishment number	[A3]
Telephone number	[A4]
Email address	[A5]
Phase	[A6]
Type	[A7]
Governance	[A8]
Intake type	[A9]
Lowest national curriculum year group	[A10]
Highest national curriculum year group	[A11]

Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
A1	<SchoolName>	-
A2	<LEA>	-
A3	<Estab>	-
A4	<PhoneNo>	-
A5	<Email>	-
A6	<Phase>	-
A7	<SchoolType>	-
A8	<Governance>	-
A9	<Intake>	-
A10	<LowestNCyear>	-

Rule number	Rule specification	Notes
A11	<HighestNCyear>	-

Table 2: Pupils on roll by age and sex [ALL schools]

Output

Table 2: Pupils on roll by age and sex [ALL schools]

Age as at the 31 August 2023	Date of Birth	Full-time Male pupils	Full-time Female pupils	Full-time total	Part-time Male pupils	Part-time Female pupils	Part-time total	Total number of pupils
19 or over	31/08/04 or earlier	[B1]	[B2]	[B3]	[B4]	[B5]	[B6]	[B7]
18	01/09/04 - 31/08/05	-	-	-	-	-	-	-
17	01/09/05 - 31/08/06	-	-	-	-	-	-	-
16	01/09/06 - 31/08/07	-	-	-	-	-	-	-
15	01/09/07 - 31/08/08	-	-	-	-	-	-	-
14	01/09/08 - 31/08/09	-	-	-	-	-	-	-
13	01/09/09 - 31/08/10	-	-	-	-	-	-	-
12	01/09/10 - 31/08/11	-	-	-	-	-	-	-
11	01/09/11 - 31/08/12	-	-	-	-	-	-	-
10	01/09/12 - 31/08/13	-	-	-	-	-	-	-
9	01/09/13 - 31/08/14	-	-	-	-	-	-	-
8	01/09/14 - 31/08/15	-	-	-	-	-	-	-
7	01/09/15 - 31/08/16	-	-	-	-	-	-	-
6	01/09/16 - 31/08/17	-	-	-	-	-	-	-
5	01/09/17 - 31/08/18	-	-	-	-	-	-	-
4 (8 - 11 months)	01/09/18 - 31/12/18	-	-	-	-	-	-	-

Age as at the 31 August 2023	Date of Birth	Full-time Male pupils	Full-time Female pupils	Full-time total	Part-time Male pupils	Part-time Female pupils	Part-time total	Total number of pupils
4 (5 - 7 months)	01/01/19 - 31/03/19	-	-	-	-	-	-	-
4 (0 - 4 months)	01/04/19 - 31/08/19	-	-	-	-	-	-	-
3 (8 - 11 months)	01/09/19 - 31/12/19	-	-	-	-	-	-	-
3 (5 - 7 months)	01/01/20 - 31/03/20	-	-	-	-	-	-	-
3 (0 - 4 months)	01/04/20 - 31/08/20	-	-	-	-	-	-	-
2 or under	01/09/20 or later	-	-	-	-	-	-	-
Total number of pupils	-	[B8]	[B9]	[B10]	[B11]	[B12]	[B13]	[B14]
Aged 16 and over	31/08/07 or earlier	[B1]	[B2]	[B3]	[B4]	[B5]	[B6]	[B7]
Aged 11 to 15	01/09/06 – 31/08/11	-	-	-	-	-	-	-
Aged 5 to 10	01/09/11 – 31/08/17	-	-	-	-	-	-	-
Aged under 5	01/09/18 or later	-	-	-	-	-	-	-

Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B1	Count pupils on roll where <Sex> equals 'M' and <PartTime> equals 'false' and <DOB> is between the date ranges shown that is before 2004-09-01 for those aged 19 or over and between 2004-09-01 and 2005-08-31 (inclusive) for those aged 18 as at 2023-08-31	-
B2	Count pupils on roll where <Sex> equals 'F' and <PartTime> equals 'false' and <DOB> is between the date ranges shown that is before 2004-09-01 for those aged 19 or over and between 2004-09-01 and 2005-08-31 (inclusive) for those aged 18 as at 2023-08-31	-
B3	B1 plus B2	-
B4	Count pupils on roll where <Sex> equals 'M' and <PartTime> equals 'true' and <DOB> is between the date ranges shown that is before 2004-09-01 for those aged 19 or over and between 2004-09-01 and 2005-08-31 (inclusive) for those aged 18 as at 2023-08-31	-

Rule number	Rule specification	Notes
B5	Count pupils on roll where <Sex> equals 'F' and <PartTime> equals 'true' and <DOB> is between the date ranges shown that is before 2004-09-01 for those aged 19 or over and between 2004-09-01 and 2005-08-31 (inclusive) for those aged 18 as at 2023-08-31	-
B6	B4 plus B5	-
B7	B3 plus B6	-
B8	Count pupils on roll where <Sex> equals 'M' and <PartTime> equals false	-
B9	Count pupils on roll where <Sex> equals 'F' and <PartTime> equals false	-
B10	Count all pupils on roll where <PartTime> equals false	-
B11	Count pupils on roll where <Sex> equals 'M' and <PartTime> equals true	-
B12	Count pupils on roll where <Sex> equals 'F' and <PartTime> equals true	-
B13	Count all pupils on roll where <PartTime> equals true	-
B14	Count all pupils on roll [should be equal to [B10] where <PartTime> equals false plus [B13] where <PartTime> equals true]	-

Table 3: Pupils on roll in each national curriculum year group by enrolment status [ALL schools]

Output

Table 3: Pupils on roll in each national curriculum year group by enrolment status [ALL schools]

NC Year group	Total number of pupils	'C' current (single registration at this school)	'M' current main (dual registration)	'S' current subsidiary (dual registration)	'F' FE college	'O' other provider
'14'	[B15]	[B15a]	[B15b]	[B15c]	[B15d]	[B15e]
'13'	-	-	-	-	-	-
'12'	-	-	-	-	-	-
'11'	-	-	-	-	-	-

NC Year group	Total number of pupils	'C' current (single registration at this school)	'M' current main (dual registration)	'S' current subsidiary (dual registration)	'F' FE college	'O' other provider
'10'	-	-	-	-	-	-
'9'	-	-	-	-	-	-
'8'	-	-	-	-	-	-
'7'	-	-	-	-	-	-
'6'	-	-	-	-	-	-
'5'	-	-	-	-	-	-
'4'	-	-	-	-	-	-
'3'	-	-	-	-	-	-
'2'	-	-	-	-	-	-
'1'	-	-	-	-	-	-
'R'	-	-	-	-	-	-
'N2'	-	-	-	-	-	-
'N1'	-	-	-	-	-	-
'E2'	-	-	-	-	-	-
'E1'	-	-	-	-	-	-
'X' (NC year group not applicable)	-	-	-	-	-	-
Total	[B16]	-	-	-	-	-
Pupil number reconciliation	[R1]					

Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B15	Count all pupils on roll where <NCyearActual> equals 14 etcetera	-
B15a	Count all pupils on roll where <NCyearActual> equals 14 etcetera and <EnrolStatus> is equal to 'C'	-
B15b	Count all pupils on roll where <NCyearActual> equals 14 etcetera and <EnrolStatus> is equal to 'M'	-
B15c	Count all pupils on roll where <NCyearActual> equals 14 etcetera and <EnrolStatus> is equal to 'S'	-
B15d	Count all pupils on roll where <NCyearActual> equals 14 etcetera and <EnrolStatus> is equal to 'F'	-
B15e	Count all pupils on roll where <NCyearActual> equals 14 etcetera and <EnrolStatus> is equal to 'O'	-
B16	Count all pupils on roll [should be equal to <NCyearActual> equals 14 plus equals 13 etcetera to equals 'X']	-
R1	Total pupils at [B16] should equal total pupils at [B14]	-

Table 4: Pupils on roll by their first language [ALL schools]

Output

Table 4: Pupils on roll by their first language [ALL schools]

Language code	Description	Number of pupils	Pupil number reconciliation
[B17]	[B18]	[B19]	[R2]

Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
B17	<Language> – code values from codeset CS005	-
B18	<Language> – descriptions from codeset CS005	-
B19	Count of pupils on roll for each <Language> codeset CS005	-
R2	Total pupils at [B19] should equal total pupils at [B14]	-

Table 5: Specific types of pupils on roll [ALL schools]

Output

Table 5: Specific types of pupils on roll [ALL schools]

Pupils on roll	Number of pupils
Boarders	[B29]
Service children	[B30]
Pupils for whom the school receives top-up funding	[B31]
Post looked after arrangements – includes children ceased to be looked after through adoption, special guardianship, residence order or child arrangement order	[B32]
Eligible for free school meals on census day	[B33]
Unique pupils with **any** period of eligibility for free school meals reported in the current census (includes those eligible on census day)	[B34]

Business rules

Applies to schools with <Phase> = NS, PS, MP, MS, SS, AT, SP or PR

Rule number	Rule specification	Notes
B29	Count of pupils on roll where <Boarder> is equal to 'B', '6' or '7'	-
B30	Count of pupils with <ServiceChild> equals 'Y'	-
B31	Count of pupils with <TopUpFunding> equals 1 or true	-
B32	Count of pupils with <PLAA> equals 'A', 'G', 'C', or 'R'	-
B33	Count of pupils on roll where <FSMstartDate> is on or before census day and <FSMendDate> is on census day or not present	-
B34	Count of pupils on roll where <FSMstartDate> is present	-

Table 6: Funded ~~and~~, extended and expanded childcare hours for pupils on roll aged 2, 3 and 4 years [Not for: Non-maintained special schools and city technology college]

Output

Table 6: Funded, extended and expanded childcare hours for pupils on roll aged 2, 3 and 4 years [Not for: Non-maintained special school and city technology college]

Age	Number of pupils with zero funded hours	Number of pupils with funded hours greater than zero but less than 15	Number of pupils with funded hours equal to 15	Number of pupils with zero extended childcare hours	Number of pupils with extended hours greater than zero but less than 15	Number of pupils with extended childcare hours equal to 15	Number of pupils with zero expanded childcare hours	Number of pupils with expanded childcare hours greater than zero but less than 15	Number of pupils with expanded childcare hours equal to 15
Aged 2 years at 31 March 2024 (pupils born between 01/04/2021 and 31/03/2022)	[B36]	[B37]	[B38]						
Aged 2 years at 31 August 2023 but 3 by 31 March 2024 (pupils born between 01/09/2020 and 31/03/2021)	[B39]	[B40]	[B41]	[B42]	[B43]	[B44]	[B45]	[B46]	[B47]
Aged 3 years at 31 August 2023 (pupils born between 01/09/2019 and 31/08/2020)	[B48]	[B49]	[B50]	[B51]	[B52]	[B53]	[B54]	[B55]	[B56]
Aged 4 years at 31 August 2023 (pupils born between 01/04/2019 and 31/08/2019) who are in nursery provision	[B57]	[B58]	[B59]	[B60]	[B61]	[B62]	[B63]	[B64]	[B65]

Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Does not apply to schools with <SchoolType> equals '47' (CTC) OR schools with <Phase> equals 'SP' AND <Governance> equals 'NM' (non-maintained special school)

Rule number	Rule specification	Notes
B36	Count of pupils on roll where <FundedHours> equals zero and <DOB> between 2021-04-01 and 2022-12-31	This must be a zero and not a null
B37	Count of pupils on roll where <FundedHours> is [greater than zero and less than 15] and <DOB> between 2021-04-01 and 2022-03-31	-
B38	Count of pupils on roll where <FundedHours> equals 15 and <DOB> between 2021-04-01 and 2022-03-31	-
B39	Count of pupils on roll where <FundedHours> equals zero and <DOB> between 2020-09-01 and 2021-12-31	This must be a zero and not a null
B40	Count of pupils on roll where <FundedHours> is [greater than zero and less than 15] and <DOB> between 2020-09-01 and 2021-03-31	-
B41	Count of pupils on roll where <FundedHours> equals 15 and <DOB> between 2020-09-01 and 2021-03-31	-
B42	Count of pupils on roll where <ExtendedHours> equals zero and <DOB> between 2020-09-01 and 2021-03-31	This must be a zero and not a null
B43	Count of pupils on roll where <ExtendedHours> is [greater than zero and less than 15] and <DOB> between 2020-09-01 and 2021-03-31	-
B44	Count of pupils on roll where <ExtendedHours> equals 15 and <DOB> between 2020-09-01 and 2021-03-31	-
B45	Count of pupils on roll where <ExpandedHours> equals zero and <DOB> between 2020-09-01 and 2021-03-31	This must be a zero and not a null
B46	Count of pupils on roll where < ExpandedHours > is [greater than zero and less than 15] and <DOB> between 2020-09-01 and 2021-03-31	-
B47	Count of pupils on roll where < ExpandedHours > equals 15 and <DOB> between 2020-09-01 and 2021-03-31	-
B48	Count of pupils on roll where <FundedHours> equals zero and <DOB> between 2019-09-01 and 2020-08-31	This must be a zero and not a null
B49	Count of pupils on roll where <FundedHours> is [greater than zero and less than 15] and <DOB> between 2019-09-01 and 2020-08-31	-
B50	Count of pupils on roll where <FundedHours> equals 15 and <DOB> between 2019-09-01 and 2020-08-31	-
B51	Count of pupils on roll where <ExtendedHours> equals zero and <DOB> between 2019-09-01 and 2020-08-31	This must be a zero and not a null
B52	Count of pupils on roll where <ExtendedHours> is [greater than zero and less than 15] and <DOB> between 2019-09-01 and 2020-08-31	-

Rule number	Rule specification	Notes
B53	Count of pupils on roll where <ExtendedHours> equals 15 and <DOB> between 2019-09-01 and 2020-08-31	-
B54	Count of pupils on roll in <NCyearActual> E1, E2, N1 and N2 where <FundedHours> equals zero and <DOB> between 2019-04-01 and 2019-08-31	This must be a zero and not a null
B55	Count of pupils on roll in <NCyearActual> E1, E2, N1 and N2 where <FundedHours> is [greater than zero and less than 15] and <DOB> between 2019-04-01 and 2019-08-31	-
B56	Count of pupils on roll in <NCyearActual> E1, E2, N1 and N2 where <FundedHours> equals 15 and <DOB> between 2019-04-01 and 2019-08-31	-
B57	Count of pupils on roll where < ExpandedHours > equals zero and <DOB> between 2019-09-01 and 2020-08-31	This must be a zero and not a null
B58	Count of pupils on roll where < ExpandedHours > is [greater than zero and less than 15] and <DOB> between 2019-09-01 and 2020-08-31	-
B59	Count of pupils on roll where < ExpandedHours > equals 15 and <DOB> between 2019-09-01 and 2020-08-31	-
B60	Count of pupils on roll in <NCyearActual> E1, E2, N1 and N2 where <ExtendedHours> equals zero and <DOB> between 2019-04-01 and 2019-08-31	This must be a zero and not a null
B61	Count of pupils on roll in <NCyearActual> E1, E2, N1 and N2 where <ExtendedHours> is [greater than zero and less than 15] and <DOB> between 2019-04-01 and 2019-08-31	-
B62	Count of pupils on roll in <NCyearActual> E1, E2, N1 and N2 where <ExtendedHours> equals 15 and <DOB> between 2019-04-01 and 2019-08-31	-
B63	Count of pupils on roll where <ExpandedHours> equals zero and <DOB> between 2019-04-01 and 2019-08-31	This must be a zero and not a null
B64	Count of pupils on roll where < ExpandedHours > is [greater than zero and less than 15] and <DOB> between 2019-04-01 and 2019-08-31	-
B65	Count of pupils on roll where < ExpandedHours > equals 15 and <DOB> between 2019-04-01 and 2019-08-31	-

Table 7: Early years pupil premium – nursery schools [For: Schools with phase 'NS' ONLY] [used for funding]

Output

Table 7: Early years pupil premium – nursery schools [For: Schools with phase 'NS' ONLY] [used for funding]

This table does not apply to the summer census as early years pupil premium data is only collected in the spring census

Table 8: Early years pupil premium [Not for: Nursery schools] [used for funding]

Output

Table 8: Early years pupil premium [Not for: Nursery schools] [used for funding]

This table does not apply to the summer census as early years pupil premium data is only collected in the spring census

Table 9: School childcare [ALL schools]

Output

Table 9: School childcare [ALL schools]

This table does not apply to the summer census as school childcare data is only collected in the spring census

Table 10: Pupils on roll with SEN provision [ALL schools]

Output

Table 10: Pupils on roll with SEN provision [ALL schools]

SEN Provision	Number of pupils
SEN Provision – education, health and care plan (code 'E')	[C3]
SEN Provision – SEN support (code 'K')	[C5}
Total number of pupils with SEN (code 'E' and 'K')	[C6]
No special educational needs (code 'N')	[C7]
Total pupils on roll	[C8]
Pupil number reconciliation	[R4]
Number of SEN Pupils in a mainstream school who are members of a special provision (SEN Unit). * Should be less than or equal to the total number of pupils with SEN (codes 'E' and 'K')	[C9]
Number of SEN Pupils in a mainstream school who are members of a special provision (resourced provision). * Should be less than or equal to the total number of pupils with SEN (codes 'E' and 'K')	[C10]

Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
C3	Count of pupils on roll where <SENprovision> equals 'E'	-
C5	Count of pupils on roll where <SENprovision> equals 'K'	-
C6	Count of pupils on roll where <SENprovision> equals 'E' and 'K'	-
C7	Count of pupils on roll where <SENprovision> equals 'N'	-
C8	Count all pupils on roll [should = <NCyearActual> equals 14 plus <NCyearActual> equals 13 etcetera to <NCyearActual> equals 'X']	Same as rule B16, Table 3
R4	Total pupils at [C8] should equal total pupils at [B14]	-
C9	Count of pupils where <SENunitIndicator> is true	Not for <Phase> equals 'SP' or 'PR'
C10	Count of Pupils where <ResourcedProvisionIndicator> is true	Not for <Phase> equals 'SP' or 'PR'

Table 11: SEN need type for pupils on roll with SEN (SEN provision 'E' or 'K') [ALL schools]

Output

Table 11: SEN need type for pupils on roll with SEN (SEN provision 'E' or 'K') [ALL schools]

This table does not apply to the summer census, as SEN need type is only collected in the spring census.

Table 12: Number of suspensions and permanent exclusions by SEN provision in the 2023 autumn and 2024 spring term (terms 1, 2, 3 and 4) [Not for: Nursery school]

Output

Table 12: Number of suspensions and permanent exclusions by SEN provision in the 2023 autumn and 2024 spring term (terms 1, 2, 3 and 4) [Not for: Nursery school]

	Autumn term (01 August 2023 – 31 December 2023) - Number of suspensions	Autumn term (01 August 2023 – 31 December 2023) - Number of permanent exclusions	Spring term (01 January 2024 – 31 March 2024 - Number of suspensions	Spring term (01 January 2024 – 31 March 2024 - Number of permanent exclusions
	[D3]	[D3a]	[D7]	[D7a]
SEN Provision	**Number of suspensions**	**Number of permanent exclusions**	**Number of suspensions**	**Number of permanent exclusions**
Pupils with SEN provision 'E' – education, health and care plan	[D4]	[D4a]	[D8]	[D8a]
Pupils with SEN provision 'K' – SEN support	[D5]	[D5a]	[D9]	[D9a]
Pupils with no SEN provision (code 'N')	[D6]	[D6a]	[D10]	[D10a]

Business rules

Applies to schools with <Phase> equals 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
D3	Number of exclusions with <Category> equals 'SUSP' during the period 2023-08-01 – 2023-12-31	-
D3a	Number of exclusions with <Category> equals 'PERM' during the period 2023-08-01 – 2023-12-31	-
D4	Number of exclusions with <Category> equals 'SUSP' and for pupils with <SENprovision> equals 'E' during the period 2023-08-01 – 2023-12-31	-

Rule number	Rule specification	Notes
D4a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'E' during the period 2023-08-01 – 2023-12-31	-
D5	Number of exclusions with <Category> equals 'SUSP' and for pupils with <SENprovision> equals 'K' during the period 2023-08-01 – 2023-12-31	-
D5a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'K' during the period 2023-08-01 – 2023-12-31	-
D6	Number of exclusions with <Category> equals 'SUSP' and for pupils with <SENprovision> equals 'N' during the period 2023-08-01 – 2023-12-31	-
D6a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'N' during the period 2023-08-01 – 2023-12-31	-
D7	Number of exclusions with <Category> equals 'SUSP' during the period 2024-01-01 – 2024-03-31	-
D7a	Number of exclusions with <Category> equals 'PERM' during the period 2024-01-01 – 2024-03-31	-
D8	Number of exclusions with <Category> equals 'SUSP' and for pupils with <SENprovision> equals 'E' during the period 2024-01-01 – 2024-03-31	-
D8a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'E' during the period 2024-01-01 – 2024-03-31	-
D9	Number of exclusions with <Category> equals 'SUSP' and for pupils with <SENprovision> equals 'K' during the period 2024-01-01 – 2024-03-31	-
D9a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'K' during the period 2024-01-01 – 2024-03-31	-
D10	Number of exclusions with <Category> equals 'SUSP' and for pupils with <SENprovision> equals 'N' during the period 2024-01-01 – 2024-03-31	-
D10a	Number of exclusions with <Category> equals 'PERM' and for pupils with <SENprovision> equals 'N' during the period 2024-01-01 – 2024-03-31	-

Table 13: Attendance information for the 2024 spring term (terms 3 and 4) for all pupils aged between 5 and 15 years as at 31/08/2023 [Not for: Nursery school]

Output

Table 13: Attendance information for the 2024 spring term (terms 3 and 4) for all pupils aged between 5 and 15 years as at 31/08/2023 [Not for: Nursery school]

Rule	Number
Number of pupils on roll for at least one session in the 2024 spring term	[E1]
Number of pupils with at least one absence in the 2024 spring term	[E2]
Percentage of pupils with at least one absence in the 2024 spring term	[E3]
Total sessions possible for all pupils	[E4]
Total sessions missed due to authorised absence for all pupils	[E5]
Total sessions missed due to unauthorised absence for all pupils	[E7]
Total sessions missed due to overall (authorised plus unauthorised) absence for all pupils	[E9]
Authorised absence as percentage of total sessions possible	[E6]
Unauthorised absence as percentage of total sessions possible	[E8]
Overall (authorised plus unauthorised) absence as percentage of total session possible	[E10]
Number of pupils whose overall absence rate is greater than or equal to 10 per cent and are therefore identified as a persistent absentee in this term	[E11]
Percentage of pupils whose overall absence rate is greater than or equal to 10 per cent and are therefore identified as a persistent absentee in this term	[E12]

Attendance information is not collected for boarding pupils. Information in Table 13 includes those pupils on roll on census day and those who are no longer at the school but who attended at least one session during the term covered.

Business rules

Applies to schools with <Phase> equals 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
E1	Count cases of on and off roll records for pupils where <SessionsPossible> greater than zero and <DOB> to derive age greater than or equal to 5 and age less than or equal to 15 as at 2023-08-31 and <Boarder> equals "N" or not present - set these pupil records as scope	-
E2	Where age is greater than or equals to 5 and age less than or equal to 15 and <Boarder> is "N" or not present count cases of on and off roll records for pupils where one of <SessionsAuthorised>, <SessionsUnauthorised> or [<Sessions> for any<AttendanceReason> 'I', 'M', 'R', 'S', 'T', 'H', 'E', 'C', 'G', 'U', 'O' and 'N'] are greater than zero	-

24

Rule number	Rule specification	Notes
E3	(E2 divided by E1) multiplied by 100 (to 2 decimal places)	-
E4	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present, SUM(<SessionsPossible>) for all pupils on and off roll	-
E5	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present for each on and off roll records for pupils, IF (E2 is greater than zero) THEN a1 equals SUM(<AttendanceReason> codes 'I', 'M', 'R', 'S', 'T', 'H', 'E', 'C') ELSE a1 equals <SessionsAuthorised> E5 equals SUM (a1)	-
E6	(E5 divides by E4) multiplied by 100 (to 2 decimal places)	-
E7	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is "N" or not present for each on and off roll records for pupils, IF (E2 is greater than zero) THEN b1 equals SUM(<AttendanceReason> codes 'G', 'U', 'O', 'N') ELSE b1 equals <SessionsUnauthorised> E7 equals SUM (b1)	-
E8	(E7 divided by E4) multiplied by 100 (to 2 decimal places)	-
E9	E5 plus E7	-
E10	(E9 divided by E4) multiplied by 100 (to 2 decimal places)	-
E11	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is 'N' or not present, count of pupils where the [sum of <SessionsAuthorised> and <SessionsUnauthorised>] or [<Sessions> for all <AttendanceReason> 'I', 'M', 'R', 'S', 'T', 'H', 'E', 'C', 'G', 'U', 'O' and 'N'] divided by <SessionsPossible> multiplied by 100 is greater than or equal to 10	-
E12	(E11 divided by E1) multiplied by 100 (to 2 decimal places)	-

Table 14: Attendance information for the 2024 spring term (terms 3 and 4) for all pupils aged 4 years as at 31/08/2023 [Not for: Nursery school]

Output

Table 14: Attendance information for the 2024 spring term (terms 3 and 4) for all pupils aged 4 years as at 31/08/2023 [Not for: Nursery school]

Rule	Number
Number of 4 year old pupils on roll for at least one session in the 2024 spring term	[E1a]
Number of 4 year old pupils with at least one absence in the 2024 spring term	[E2a]
Percentage of 4 year old pupils with at least one absence in the 2024 spring term	[E3a]
Total sessions possible for all 4 year old pupils	[E4a]
Total sessions missed due to overall absence for all 4 year old pupils	[E9a]
Overall absence as percentage of total sessions possible	[E10a]

Attendance information is **NOT** collected for boarding pupils. Information in Table 14 includes those pupils on roll on census day and those who are no longer at the school but who attended at least one session during the term covered.

Schools cannot 'authorise' or 'unauthorise' the absence of pupils who are not of compulsory school age.

However, for ease schools can use the attendance module and therefore may use these codes to record the absence of pupils aged 4. Therefore, the 'unauthorised' absence codes ('G', 'U', 'O' and 'N') are also included in the business rules for completeness. Regardless of which codes are returned in the census for pupils aged 4, they will be treated as 'absence' by the department.

Business rules

Applies to schools with <Phase> equals 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
E1a	Count cases of on and off roll records for pupils where <SessionsPossible> greater than zero and <DOB> to derive age equals 4 as at 2023-08-31 and <Boarder> is "N" or not present - set these pupil records as scope	-
E2a	Where age equals 4 and <Boarder> is "N" or not present, count cases of on and off roll records for pupils where one of <SessionsAuthorised> or [<Sessions> for any <AttendanceReason> 'I', 'M', 'R', 'S', 'T', 'H', 'E', 'C', 'G', 'U', 'O' and 'N'] are greater than zero	-
E3a	(E2a divided by E1a) multiplied by 100 (to 2 decimal places)	-
E4a	Where age equals 4 and <Boarder> is "N" or not present, SUM<SessionsPossible> for all pupils on and off roll	-
E9a	Where age = 4 and <Boarder> is "N" or not present, for each on and off roll records for pupils, IF (E2 greater than zero) THEN a1 equals SUM(<AttendanceReason> codes 'I', 'M', 'R', 'S', 'T', 'H', 'E', 'C', 'G', 'U', 'O', 'N') ELSE a1 equals <SessionsAuthorised> E9a equals SUM (a1).	-
E10a	(E9a divided by E4a) multiplied by 100 (to 2 decimal places)	-

Table 15: Attendance by reason for the 2024 spring term (terms 3 and 4) for all pupils aged between 4 and 15 years as at 31/08/2023 [Not for: Nursery school]

Output

Table 15: Attendance by reason for the 2024 spring term (terms 3 and 4) for all pupils aged between 4 and 15 years as at 31/08/2023 [Not for: Nursery school]

Attendance reason	Attendance reason	Pupils aged 4 as at 31/08/2023 - Spring term (01 January to 31 March 2024)	Pupils aged between 5 and 15 as at 31/08/2023 - Spring term (01 January to 31 March 2024)
[L1]	[L2]	[L3]	[L4]
Total of attendance sessions	-	[L5]	[L6]

Attendance information is not collected for boarding pupils. Information in Table 15 includes those pupils on roll on census day and those who are no longer at the school but who attended at least one session during the term covered.

Schools are not obliged to use individual attendance codes.

Business rules

Applies to schools with <Phase> equal 'PS', 'MP', 'MS', 'SS', 'AT' or 'PR'

Rule number	Rule specification	Notes
L1	<AttendanceReason> - code values from codeset CS066 Note: codes to display are as follows: /, \, B, C, D, E, G, H, I, J, L, M, N, O, P, R, S, T, U, V, W, X and Y	-
L2	<AttendanceReason> – descriptions from codeset CS066	-
L3	Where age equals 4 and <Boarder> is 'N' or not present, SUM(<Sessions>) with <AttendanceReason> equals '/', etcetera, for all pupils on and off roll during the period 2024-01-01 – 2024-03-31	-

Rule number	Rule specification	Notes
L4	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is 'N' or not present, SUM(<Sessions>) with <AttendanceReason> equals '/', etcetera, for all pupils on and off roll during the period 2024-01-01 – 2024-03-31	-
L5	Where age is equal to 4 and <Boarder> is 'N' or not present, SUM(<Sessions>) for all pupils on and off roll during the period 2024-01-01 – 2024-03-31 Note: codes are as follows: /, \, B, C, D, E, G, H, I, J, L, M, N, O, P, R, S, T, U, V, W, X and Y	-
L6	Where age is greater than or equal to 5 and age less than or equal to 15 and <Boarder> is 'N' or not present, SUM(<Sessions>) for all pupils on and off roll during the period 2024-01-01 – 2024-03-31 Note: codes are as follows: /, \, B, C, D, E, G, H, I, J, L, M, N, O, P, R, S, T, U, V, W and Y	-

Table 16: Alternative Provision placements for single registered pupils by reason [PRU / AP only]

Output

Table 16: Alternative Provision placements for single registered pupils by reason [PRU / AP only]

Alternative provision reason	Alternative provision reason	Number
[P1]	[P2]	[P3]
Total of all Alternative Provision placements for single registered pupils		[P4]

Information in Table 16 includes those pupils on roll on census day and those who are no longer at the school but who attended during the period covered.

Business rules

Applies to schools with <Phase> equal to 'PR'

Rule number	Rule specification	Notes
P1	<APReason> - code values from codeset CS114 Note: codes to display are as follows: ASP, EHC, MHN, NEW, OTH, PEX, PHN and RHE	-
P2	<APReason> – descriptions from codeset CS114	-
P3	SUM (<APProvisionDetail>) with <APReason> equals 'ASP', etcetera, for all pupils where pupil <Leaving Date> is either blank or between 2024-01-18 to 2024-05-15 (inclusive)	-
P4	SUM of all <APProvisionDetail> for all pupils where pupil <Leaving Date> between 2024-01-18 to 2024-05-15 (inclusive)	-

Table 17: School arranged Alternative Provision placements within the census period Not for: Nursery school]

Output

Table 17: School arranged Alternative Provision placements within the census period Not for: Nursery school]

School arranged Alternative Provision placements	Number
Alternative provision placements by reason	[P5], [P6], [P7]
Total of all school arranged Alternative Provision placements	[P8]
Number of open full time placements	[P9]
Number of open part time placements	[P10]
Number of placement details with URN present	[P11]
Number of placement details with UKPRN present	[P12]
Number of placement details with AP setting type present	[P13]

Information in Table 17 includes those pupils on roll on census day and those who are no longer at the school but who attended during the period covered.

Business rules

Applies to schools with <Phase> equal 'PS', 'MP', 'MS', 'SS', 'AT' or 'PR'

Rule number	Rule specification	Notes
P5	<PlacementReason> - code values from codeset CS115 Note: codes to display are as follows: BHS, SUS, EXR, MHN, OTH and PHN	-
P6	<PlacementReason> – descriptions from codeset CS115	-
P7	SUM of <SchoolArrangedAPDetail> with <PlacementReason> equals 'BHS', etcetera, where placement <LeavingDate> is either blank or during the period 2024-01-18 to 2024-05-15 (inclusive)	-
P8	SUM of all <SchoolArrangedAPDetail> where placement <LeavingDate> is either blank or during the period 2024-01-18 to 2024-05-15 (inclusive)	-
P9	SUM of <SchoolArrangedAPDetail> where <APAttendancePattern> equals 'FT' and placement <LeavingDate> is blank	-
P10	SUM of <SchoolArrangedAPDetail> where <APAttendancePattern> equals 'PT' and placement <LeavingDate> is blank	-
P11	SUM of <SchoolArrangedAPDetail> where <URN> is present, for all pupils where placement <LeavingDate> is either blank or during the period 2024-01-18 to 2024-05-15 (inclusive)	-
P12	SUM of <SchoolArrangedAPDetail> where <UKPRN> is present, for all pupils where placement <LeavingDate> is either blank or during the period 2024-01-18 to 2024-05-15 (inclusive)	-
P13	SUM of<SchoolArrangedAPDetail> where <APSettingType> is present, for all pupils where placement <LeavingDate> is either blank or during the period 2024-01-18 to 2024-05-15 (inclusive)	-

Table 18: Admission appeals [Not for: Nursery school, special and PRU] [Note: Primary admissions appeals include Infant admissions appeals]

Output

Table 18: Admission appeals [Not for: Nursery school, special and PRU]

This table does not apply to the summer census as admission appeals data is only collected in the spring census.

Table 19: Classes as taught at the schools selected time [For: Primary only]

Output

Table 19: Classes as taught at the schools selected time [For: Primary only]

This table does not apply to the summer census as classes taught information is only collected in the spring census.

Table 20: Classes as taught at the schools selected time [For: Middle-deemed primary and middle-deemed secondary only]

Output

Table 20: Classes as taught at the schools selected time [For: Middle-deemed primary and middle-deemed secondary only]

This table does not apply to the summer census as classes taught information is only collected in the spring census.

Table 21: Classes as taught at the schools selected time [For: Secondary only]

Output

Table 21: Classes as taught at the schools selected time [For: Secondary only]

This table does not apply to the summer census as classes taught information is only collected in the spring census.

Table 22: Classes as taught at the schools selected time [For: All-through only]

Output

Table 22: Classes as taught at the schools selected time [For: All-through only]

This table does not apply to the summer census as classes taught information is only collected in the spring census.

Table 23: Pupil reconciliation [Not for: Nursery school, special and PRU]

Output

Table 23: Pupil reconciliation [Not for: Nursery school, special and PRU]

This table does not apply to the summer census as pupil reconciliation data is only collected in the spring census.

Table 24: Unlawful infant classes – number of reported exceptions by category [For: Primary and All-through – with appropriate pupils]

Output

Table 24: Unlawful infant classes – number of reported exceptions by category [For: Primary and All-through - with appropriate pupils]

This table does not apply to the summer census as class information is only collected in the spring census.

Table 25: Universal infant school meals [ALL schools – with appropriate pupils]

Output

Table 25: Universal infant school meals [ALL schools – with appropriate pupils]

NC Year group	Number of pupils on roll	Number of pupils on roll of which School lunch taken on census day	Number of pupils on roll of which Number of FSM eligible Infant Pupils taking a school lunch on census day
Reception	[J11]	[J12]	[J13]
Year '1'	-	-	-
Year '2'	-	-	-

NC Year group	Number of pupils on roll	Number of pupils on roll of which School lunch taken on census day	Number of pupils on roll of which Number of FSM eligible Infant Pupils taking a school lunch on census day
Year 'X' – pupils aged 4 to 6 only	-	-	-
Total infant pupils	-	-	-

Business rules

Applies to schools with <Phase> equals 'NS', 'PS', 'MP', 'MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
J11	Count all pupils on roll where <NCyearActual> equals 'R', etcetera	-
J12	Count all pupils on roll where <NCyearActual> equals 'R' AND <SchoolLunchTaken> equals 'true' or '1', etcetera	-
J13	Count all pupils on roll where <NCyearActual> equals 'R' AND <SchoolLunchTaken> equals TRUE or 1 AND [<FSMstartDate> is on or before census day and <FSMendDate> is on census day or not present], etcetera	-
Year 'X'	For Year 'X' pupil born between 2016-09-01 and 2019-08-31 inclusive.	Date for 4 to 6 year olds only

Table 26: Learner support (bursary funding for 16-19 year olds) [Not for: Nursery, Primary or Middle-deemed Primary]

Output

Table 26: Learner support code (bursary funding for 16-19 year olds) [Not for: Nursery, Primary or Middle-deemed Primary]

Age as at 31 August 2023	Number of pupils awarded bursaries since the beginning of the 2023 to 2024 academic year (from 2023-08-01) - Vulnerable group bursary awarded (Code 55)	Number of pupils awarded bursaries since the beginning of the 2023 to 2024 academic year (from 2023-08-01) - Discretionary bursary awarded (Code 56)
16	[T1]	[T2]

Age as at 31 August 2023	Number of pupils awarded bursaries since the beginning of the 2023 to 2024 academic year (from 2023-08-01) - Vulnerable group bursary awarded (Code 55)	Number of pupils awarded bursaries since the beginning of the 2023 to 2024 academic year (from 2023-08-01) - Discretionary bursary awarded (Code 56)
17	-	-
18	-	-
19	-	-
Total pupils	**[T3]**	**[T4]**

Business rules

Applies to schools with <Phase> equals MS', 'SS', 'AT', 'SP' or 'PR'

Rule number	Rule specification	Notes
T1	Count all pupils on and off roll where age equals 16 as at 2023-08-31, etcetera and <LearnerSupportCode> is equal to '55'	-
T2	Count all pupils on and off roll where age equals 16 as at 2023-08-31, etcetera and <LearnerSupportCode> is equal to '56'	-
T3	Count all pupils on and off roll where <LearnerSupportCode> is equal to '55'	-
T4	Count all pupils on and off roll where <LearnerSupportCode> is equal to '56'	-

Post 16 learning aims

If learners have dual registration it is important that their learning aims are assigned to the school which holds their main registration. Schools should not submit learning aims in respect of subsidiary registrations. In the following tables figures relating to the previous academic year and/or to learning aims for learners no longer on roll may include learners who were dually registered with the school. Checks may need to be made with relevant staff in the school as to the registration status of such pupils as this information may not be available from the MIS.

Table 27: Post 16 learning aims - number of learners with learning aims which started this academic year - from 1 August 2023, or which are continuing from previous academic year(s) [For: Secondary, all-through and PRU]

Output

Table 27: Post 16 learning aims - number of learners with learning aims which started this academic year - from 1 August 2023, or which are continuing from previous academic year(s) [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

Table 28: Post 16 learning aims - number of learners with learning aims which were active in the previous academic year from 1 August 2022 to 31 July 2023 [For: Secondary, all-through and PRU]

Output

Table 28: Post 16 learning aims - number of learners with learning aims which were active in the previous academic year from 1 August 2022 to 31 July 2023 [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

Table 29: Post 16 learning aims - number of learning aims which started this academic year - from 1 August 2023 or continued from previous academic year(s) [For: Secondary, all-through and PRU]

Output

Table 29: Post 16 learning aims - number of learning aims which started this academic year - from 1 August 2023 or continued from previous academic year(s) [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

Table 30: Post 16 learning aims - number of learning aims which were active in the previous academic year from 1 August 2022 to 31 July 2023 [For: Secondary, all-through and PRU]

Output

Table 30: Post 16 learning aims - number of learning aims which were active in the previous academic year from 1 August 2022 to 31 July 2023 [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

Table 31: Maths and English prior attainment (for block 2 disadvantage funding) [For: Secondary, all-through and PRU]

Output

Table 31: Maths and English prior attainment (for block 2 disadvantage funding) [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

Table 32: Maths and English funding exemptions [For: Secondary, all-through and PRU]

Output

Table 32: Maths and English funding exemptions [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

Table 33: Number of pupils by planned learning; planned employability, enrichment and pastoral; and, previous years total planned hours [For: Secondary, all-through and PRU]

Output

Table 33: Number of pupils by previous years planned learning; previous years planned employability, enrichment and pastoral; and, previous years total planned hours band [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

Table 34: Number of pupils by planned learning; planned employability, enrichment and pastoral; and total hours [For: Secondary, all-through and PRU]

Output

Table 34: Number of pupils by planned learning; planned employability, enrichment and pastoral; and total planned hours [For: Secondary, all-through and PRU]

This table does not apply to the summer census as learning aims data is only collected in the autumn census.

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