

SCHOOLS' CENSUS

Wokingham Borough Council, Children's Services

Over
30,000
pupils



Around
1 million
data items

WHAT IS IT?

The Schools' Census is a **statutory** electronic return, which is auditable and which provides base data about schools, staff and pupils from schools' MIS systems. The information is used to set school budgets as well as to assist in central and local government planning and monitoring of interventions. Just some of the areas Schools' Census data feeds into are:

- ✿ School and early year's funding
- ✿ Pupil Premium funding
- ✿ Ofsted and Analyse School Performance (ASP) Reporting
- ✿ Contextual analysis of pupil attainment and progress
- ✿ Insurance and licensing for schools
- ✿ Primary to secondary data transfer
- ✿ Class sizes and pupil projections
- ✿ Special needs provision
- ✿ Registering pupils for end of key stage tests
- ✿ Youth Support Services
- ✿ Key Performance Indicators
- ✿ Monitoring of attendance and exclusions
- ✿ National Child Measurement Programme

The Schools' Census is returned in January, May and October each year. January is the largest return, with reduced data sets being collected in May and October using the same software and procedures as for the January return. Data collected via the autumn school census will be used in the calculation of the school's block of the dedicated schools grant (DSG), pupil premium allocations, funding allocations for the early year's entitlements and the universal infant free school meals funding, therefore it is vitally important that the census data for your school is submitted promptly and accurately. Post 16 data collected via the autumn school census will be used by the education and skills funding agency (ESFA) to calculate post 16 funding allocations for schools with sixth forms. The January census data is used for the calculation of Early Years Funding. Each term schools perform a number of preparation tasks, including collecting and recording of any new data items and carrying out dry runs.

KEY POINTS:

- ✿ The census summary signed by the head teacher provides aggregate numbers used for school budgets. Any errors in these numbers cannot be rectified after deadlines and will directly affect funding for the school.
- ✿ The DfE school census preparation and guidance notes are key documents for schools, providing comprehensive information about the requirements of the census. These are available from the website link at the end of this document.
- ✿ It is a legal requirement for schools to issue the Privacy Notice to all parents and to all pupils aged 12 and over. Information about Privacy notices can be found at: [Complete the school census - Statutory requirement, data sharing and regulations - Guidance - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/complete-the-school-census-statutory-requirement-data-sharing-and-regulations)

Schools' Census

Data items collected include:

<i>Pupil Level:</i>	<i>School Level:</i>
Name Date of birth Sex Ethnic code First Language Free School Meal eligibility Postcode Address Part time indicator Boarder Young Carer Indicator Top-Up Funding Indicator Post Looked After Arrangements Indicator Youth Support Services Agreement National Curriculum Year Taught In Special Needs Provision Types of special need Member of SEN unit or resourced provision Exclusions by category and reason Absence: authorised and unauthorised absence sessions Service Children in Education Funded Hours, extended hours, expanded hours and total hours at Setting accessed by over 9 months, 2-, 3- and 4-year-olds Post 16 Learning Aims for each pupil for each qualification:	Range of basic establishment details, plus: Admissions appeals (for schools with own admissions) Teaching staff – numbers in class Pupils – numbers in class Support Staff – numbers in class Classes: <ul style="list-style-type: none"> • Numbers of pupils from host school and other schools • Numbers of teachers and support staff • Activity/subject (Primary schools only) Number of free school meals taken Number of Universal Infant Free School Meals (UIFSM) taken

HOW DO I GET MORE INFORMATION?

Comprehensive census guidance for schools is available from the DfE on the DfE website at: [Complete the school census - Guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

Children's Services provide support and guidance to schools:
perf.data@wokingham.gov.uk