

AGENDA MANAGEMENT SHEET

Name of Committee Children, Young People and Families Overview and Scrutiny Committee

Date of Committee 26th February 2008

Report Title Information held about children, young people and families – information the Directorate collects and reports to Government

Summary This report details the individual data items collected and sent to the Department for Children, Schools and Families by the Children, Young People and Families Directorate.

For further information please contact:

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Would the recommended decision be contrary to the Budget and Policy Framework? [please identify relevant plan/budget provision] No

Background papers None

CONSULTATION ALREADY UNDERTAKEN: Details to be specified

- Other Committees
- Local Member(s)
- Other Elected Members For information:
Cllr Heather Timms
Cllr Richard Grant
Cllr John Whitehouse

- Cabinet Member For information:
Cllr Izzi Seccombe
- Other Cabinet Members consulted For information:
Cllr John Burton
- Chief Executive
- Legal Diane Nation – no comments to make
- Finance
- Other Strategic Directors
- District Councils
- Health Authority
- Police
- Other Bodies/Individuals Michelle McHugh, Scrutiny Officer

FINAL DECISION **YES**

SUGGESTED NEXT STEPS:

Details to be specified

- Further consideration by this Committee
- To Council
- To Cabinet
- To an O & S Committee
- To an Area Committee
- Further Consultation

Children, Young People and Families Overview and Scrutiny Committee – 26th February 2008

Information held about children, young people and families – information the Directorate collects and reports to Government

Report of the Strategic Director for Children, Young People and Families

Recommendation:

That the Committee:

- (a) consider and comment on the information contained within this report and presentation, and
- (b) request any advice/guidance/comment on any further information required at this stage on this subject.

1. Introduction

- 1.1 This information item was requested by the Overview and Scrutiny Committee. The request comes at a time when a series of high profile data loss stories, by Central Government, are being highlighted in the press. Examples of two of these losses are the two computer discs holding the personal details of all families in the UK with a child under 16 and the details of three million candidates for the driver theory test being lost by Central Government.
- 1.2 The methodology used in the creation of the content for this report has been restricted to just the statutory data collections and returns for Central Government that include individual children and young people's details.

2. Background/content

- 2.1 As context to the question of which *'information the Directorate collects and reports to Government'* the following are the business drivers given by Central Government behind the requests:

- It is consistent with the overall vision underpinning the New Relationship with Schools (NRWS) programme which includes
 - collect data once and use many times
 - collection of data should be automatic
 - data collected should be that which a well prepared school uses themselves or can be justified with a clear business case.
 - It assumes that much of the data are already held in schools' MIS ready for transfer on census day and so the need for data entry on the day is kept to a minimum.
 - Given that the majority of the data collected at pupil level are those which a well prepared school uses themselves, the data should be kept up to date on an event driven basis (i.e. data should be kept up to date by the school as soon as it is aware of any change or addition so the update is event driven) and so the burden of collection by the Directorate should not be high.
 - To provide the Government with the necessary information to evaluate the outcome of policy initiatives and to monitor objectives on looked after children, both during their time in care and on reaching adulthood.
- 2.2 Concerning security, the data and information that is sent to Central Government is through a mechanism called the 'COLLECT' portal. It is a secure file transfer mechanism between schools, Local Authority and Department for Children, Schools and Families (DCSF) for data collection purposes. Major benefits of the Portal include real time data collection monitoring and progress reporting, and the ability for a school, Local Authority and DCSF to view exactly the same information when queries arise.
- 2.3 The attached diagram provides the detail and a pictorial representation of the individual data items currently collected by the Directorate and sent to the DCSF.

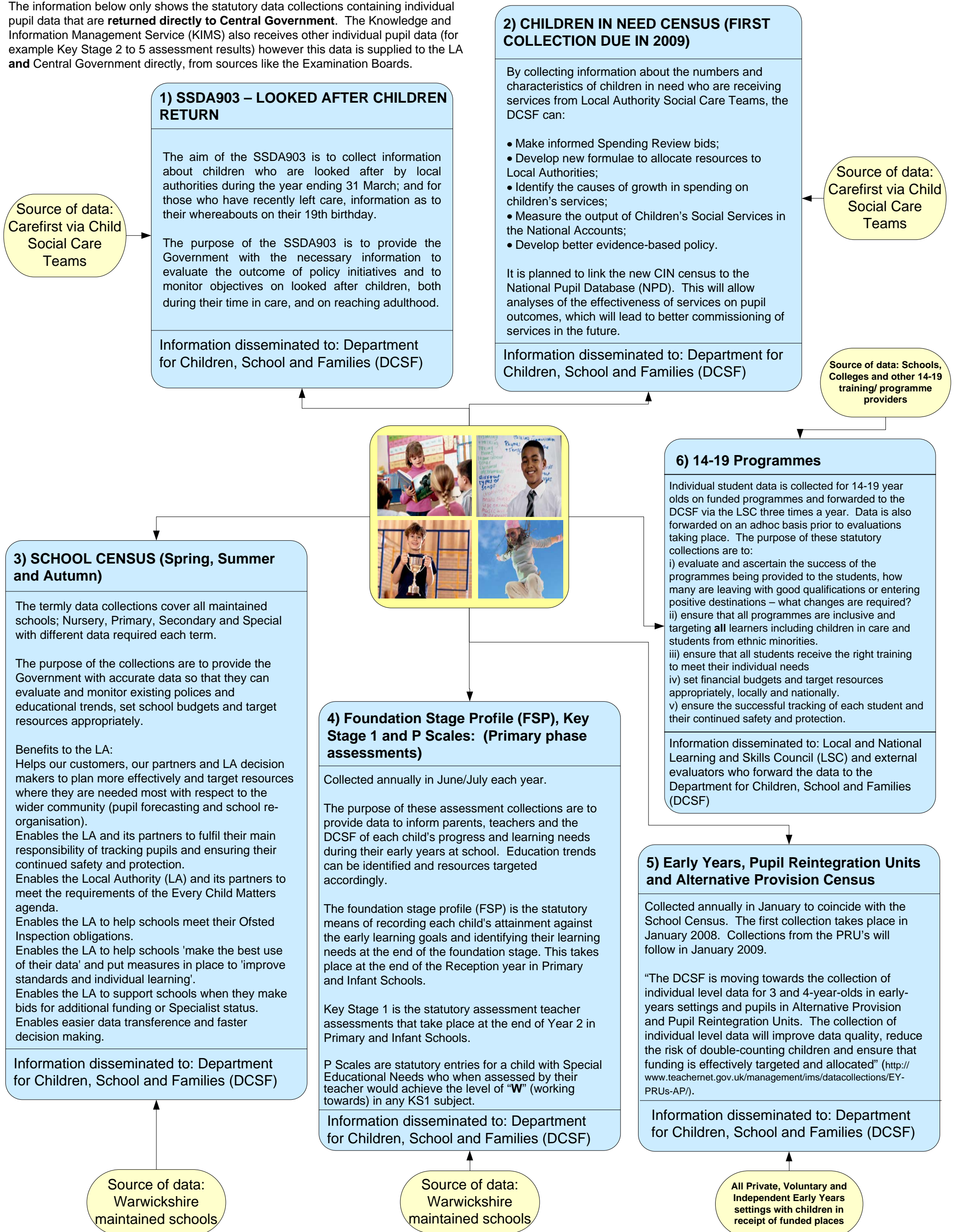
MARION DAVIS
Strategic Director for Children,
Young People and Families

Saltisford Office Park
Ansell Way
Warwick

12th February 2008

Statutory data collections and returns for Central Government that include individual children and young people's details

The information below only shows the statutory data collections containing individual pupil data that are **returned directly to Central Government**. The Knowledge and Information Management Service (KIMS) also receives other individual pupil data (for example Key Stage 2 to 5 assessment results) however this data is supplied to the LA and Central Government directly, from sources like the Examination Boards.



Statutory data collections and returns for Central Government: Individual child data that is collected

1) SSSDA903 – LOOKED AFTER CHILDREN RETURN

The table below shows the individual child data that is collected annually for the Looked After Child Return:

SSDA903 – Looked After Children Return – Child Level Data	
Child Identity Details	
Unique Child ID	√
UPN number	√
Date of Birth	√
Gender	√
Ethnicity	√
Unaccompanied Asylum Seeker Data Items	
UASC (Unaccompanied Asylum Seeker Code)	√
Date child ceased to be an Unaccompanied Asylum Seeker (if applicable)	√
Episode of Care Data Items	
Date care episode commenced	√
Reason for new care episode	√
Legal Status of Looked After Child	√
Child In Need Category	√
Placement	√
Date episode ceased	√
Reason ceased	√
Child Adopted from Care Details	
Date adoption in child's best interest	√
Date child matched with adopters	√
Child adopted by former foster parents	√
Number of adopters	√
Gender of adopters	√
Legal status of adopters	√
Care Leavers Education Details	
Number of GCSE passes obtained A* to G	√
Number of GCSE passes obtained A* to C	√
Number of GNVQ passes	√
Number of other educational or vocational qualifications	√
Reason for having no qualifications on ceasing	√

Statutory data collections and returns for Central Government: Individual child data that is collected

SSDA903 – Looked After Children Return – Child Level Data	
Looked after and ceased children details	
Local authority in touch on 19th birthday	√
Employment/Education Activity on 19th birthday	√
Accommodation on 19th birthday	√
If Looked After child is a mother, date of birth of their child	√
Date of each statutory Looked After Review	√
Method of child's participation at each Looked After Review	√
Home postcode	√
Placement Postcode	√

2) CHILDREN IN NEED CENSUS (FIRST COLLECTION DUE IN 2009)

Children In Need Census – Looked After Children Return – Child Level Data	
Child Identifiers	
LA Child ID	√
Unique Pupil Number (UPN)	√
Pupil's Former UPN	√
Family Name	√
Given Name	√
Former Family Name	√
Date of Birth	√
Expected Date of Birth	√
Gender	√
Child Characteristics	
Child Ethnicity	√
Asylum-Seeking Child	√
Date child ceased to be an Asylum-Seeking Child	√
Looked After Children Adopted	√
Child Protection Plan Indicator	√
Type of Disability	√
Home Information	
Postcode	√
Children in Need Details	
Referral Date	√

Statutory data collections and returns for Central Government: Individual child data that is collected

Children In Need Census – Looked After Children Return – Child Level Data	
Children In Need Details continued	
Primary Need Code	√
CIN Closure Date	√
Reason for Closure	√
Service Provision	
Service Type	√
Service Provider	√
Start Date	√
End Date	√
Open Case Status	
Open Case Information	√
Child Protection Plans	
Child Protection Plan Start Date	√
Category of Abuse	√
Number of Previous Child Protection Plans	√

3) SCHOOL CENSUS

The table below shows the individual pupil data that is collected and in which School Census it is collected:

January – Spring School Census

May – Summer School Census

October – Autumn School Census

School Census 2008 – Pupil Data	Spring Census	Summer Census	Autumn Census
Unique Pupil Number: UPN	√	√	√
Surname	√	√	√
Forename	√	√	√
Middle Name	√	√	√
Preferred Surname	√	√	√
Former Surname	√	√	√
Gender	√	√	√

Statutory data collections and returns for Central Government: Individual child data that is collected

School Census 2008 – Pupil Data	Spring Census	Summer Census	Autumn Census
Date of Birth	√	√	√
Ethnicity	√	√	√
Ethnic Source (i.e. child, parent or school)	√	√	√
Eligibility for a free school meal	√	√	√
Connexions Agreement (If a pupil gives consent for their data to be shared with Connexions)	√	√	√
In care (is the child in care?)	√		
In care at current school	√		
If the child is in care, the Local Authority establishment number caring for that pupil	√		
Language (first language of the child; Other, Believed to be Other, English or Believed to be English)	√	√	√
Is the child Gifted and Talented (yes or no)	√	√	√
Usual mode of travel by which the child gets to schools (car, car share, bus, taxi etc..)	√		
Service Child (are the child's parents in the Armed Forces?)	√		
Source of the Service Child data (child, parent or school)	√		
Enrol Status of the Child (Single or dually registered?)	√	√	√
Type of Class they are in (Other or Nursery)	√	√	√
Childs entry date into school	√	√	√
Part Time or Full Time	√	√	√
Are they a Boarder?	√	√	√
National Curriculum that the child is studying in	√	√	√
Special Educational Needs provision (none, School Action, School Action plus or Statemented)	√	√	√
If SEN, priority of that need – Primary or Secondary Need	√		
Type of SEN Need (e.g. Specific Learning Difficulty, Hearing Impairment or Physical Disability etc...)	√		
Child attending a Special Educational Needs Unit	√		
Termly Exclusion data: Category (e.g. lunchtime, fixed or permanent)	√	√	√
Reason for Exclusion	√	√	√
Start date of Exclusion	√	√	√
Number of sessions excluded	√	√	√

Statutory data collections and returns for Central Government: Individual child data that is collected

School Census 2008 – Pupil Data	Spring Census	Summer Census	Autumn Census
Home address data: Postcode	√	√	√
Home name	√	√	√
Home number	√	√	√
Street	√	√	√
Locality	√	√	√
Town	√	√	√
Administrative Area	√	√	√
Post town	√	√	√
Termly and Annual Attendance Data: Total number of sessions in school	√	√	√
Reason for Absence (authorised or unauthorised)	√	√	√
Number of sessions Absent	√	√	√
Post 16 learning aims data: QAN (Qualifications number)		√	√
Learning Start Date		√	√
Learning Planned End Date		√	√
Learning Actual End Date		√	√
Learning Completion Status		√	√

4) Foundation Stage Profile (FSP), Key Stage 1 and P Scales: (Primary phase assessments)

Foundation Stage Profile data is collected every June. Each pupil is allocated a score between 0 and 9 for each subject. Scoring is as follows:

Scale 0 (not possible to record assessment)

Scale 1-3 (working towards early learning goals)

Scale 4-7 (working within early learning goals)

Scale 6+ (working securely within early learning goals)

Scale 8-9 (working beyond early learning goals)

The collection includes:

Statutory data collections and returns for Central Government: Individual child data that is collected

Pupil characteristics (name, unique pupil number, date of birth, gender etc...)

FSP scores for each assessment:

1) Personal, Social and Emotional Development

a) Dispositions and Attitude

b) Social Development

c) Emotional Development

2) Communication, Language and Literacy

a) Language for Communication and Thinking

b) Linking Sounds and Letters

c) Reading

d) Writing

3) Mathematical Development

a) Numbers as Labels and for Counting

b) Calculating

c) Shape, Space and Measures

4) Knowledge and Understanding of the World

5) Physical Development

6) Creative Development

Key Stage 1 Teacher Assessment data collected:

Pupil characteristics (name, unique pupil number, date of birth, gender etc...)

KS1 scores for each assessment:

Speaking and Listening

Reading

Writing

Maths

Science

P Scales data is collected for each pupil with Special Educational Needs who would get a Level W (i.e. working towards) for any

Statutory data collections and returns for Central Government: Individual child data that is collected

KS1 subject.

Data collected:

Pupil characteristics (name, unique pupil number, date of birth, gender etc...)

Level for each subject: English, Reading, Writing, Speaking, Listening, Maths, Numbers, Using and Applying, Shape, space and measures and Science.

5) Early Years, Pupil Reintegration Units and Alternative Provision Census

Both establishment details and individual child data is collected from all All Private, Voluntary and Independent Early Years settings with children in receipt of funded places. Below list the individual's data that is collected:

Early Years Census 2008:
Surname
Forename
Middle Name
Preferred Surname
Date of Birth
Gender
Ethnicity
Funded Hours
Hours at setting
Total Funded SpringHours
Special Educational Needs provision (None, School Action, School Action plus and Statemented)
Full address data including postcode

6) 14 – 19 Programmes

Data collected:

Pupil characteristics (full name, full address, date of birth, gender, ethnic origin, SEN status, looked after child, eligible for free school meals, medical information, disability details and parent/carer contact details)

Statutory data collections and returns for Central Government: Individual child data that is collected

Name of course

School attending and school contact

Details of school based support

School attendance percentage

Special exam arrangements

Intervention by external agencies (YOT, Education Social Worker, Connexions)

Student outcomes including examination results and destinations (positive; full time education, training etc. or negative; unemployment etc.)