

Early Years Foundation Stage Profile (EYFSP): state-funded schools

2023 assessment collection (statutory)

(click any underlined [link](#) to view or access the linked webpage or document)

LA Collection	LA Deadline	Schools/PVIs return to?
Early Years Foundation Stage Profile (EYFSP)	Friday 30 June 2023	Local Authority via AnyComms+
Who is in the scope for the statutory collection?		
All funded children at the end of the early years foundation stage in state-funded schools.		
What is required?		
There are 17 early learning goals. They cover 7 areas of learning. For each funded child, you need to record an assessment judgement for each of the 17 early learning goals.		
See Appendix A for the statutory data required; and Appendix B for the steps to transfer the return securely to the Local Authority via AnyComms+ .		

Collection guidance

Management Information System (MIS):	Children who transfer to a new school:	What should be completed:
Schools should contact their management information systems (MIS) support provider for specific guidance about producing the CTF/XML return.	<p>You should complete the profile for all eligible children registered at your school or provider.</p> <p>For children attending more than one setting during their Reception year, the Profile must be completed by the school where the child spends most time.</p> <p>If a child moves to a new school or provider during the academic year, the original school must send their assessment of the child's development against the ELGs to the new school or provider if the Profile has been completed.</p> <p>If a reception child starts a new school or provider on the first day of the second half of the summer term (or any time after that), then the previous school should submit the data.</p>	<p>The EYFS profile must be completed unless:</p> <ul style="list-style-type: none"> an exemption has been granted by the secretary of state for the setting or an individual child; the child is continuing in EYFS provision beyond the year in which they turn 5. In these exceptional cases, the EYFS profile should be completed once only, at the end of the year before the child moves into KS1. <p>An 'A' should be recorded for every ELG within the profile only when an exemption has been granted.</p> <p>The expectation is that children will move with their peers so they will be assessed once for the EYFS profile. In exceptional circumstances, after discussion and in agreement with parents, a child might remain in EYFS provision beyond the end of the academic year in which they reach the age of 5.</p>

Collection guidance (continued)

<p>Private, voluntary and Independent (PVI) settings (with funded children):</p>	<p>Children who transfer to a new school:</p> <p>If a child moves school or provider any time before the half term, then the new school should submit the data.</p> <p>Where half term dates differ between local authority areas, it is the school or provider where a child attends (or will attend) for the longest period of time that submits the data.</p> <p>Note: The governing body or academy trust must arrange to have any transferring child's educational record and the defined items of data that comprise the common transfer file (CTF) sent to the child's new school. The information must be sent within 15 school days of the child ceasing to be registered at their previous school unless the new school is not known. In this case it should be sent within 15 school days of receiving a request from the child's new school. More information is in the 2023 EYFSP handbook.</p>	<p>What should be completed:</p> <p>Schools should take care to make sure this decision does not prejudice the child's personal, social, and emotional development.</p> <p>In these exceptional cases, the EYFS profile should be completed once only, at the end of the year before the child moves into KS1. The DfE recommend this decision is made before starting the profile for the cohort.</p> <p>For further information about exceptions and exemptions, practitioners should refer to section 3.2 of the EYFS profile 2023 handbook and for advice on completing the profile for children with SEND refer to section 3.5.</p> <p>The school should discuss their intention to defer the child's statutory assessment with their local authority. This will ensure the child's data is not considered missing when the provider submits EYFS profile outcomes for the current cohort.</p>
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Additional link(s)

Early Years Foundation Stage Profile: 2023 Handbook	DfE guidance on exemptions for providers	DfE guidance on exemptions for individual children
DfE Foundation Years guidance		

Support Contacts

Name	Role	Contact Details
Families Business Intelligence Team	LA Data Collection helpdesk	Email: edu.performance@walthamforest.gov.uk
Elisha Wilkinson	Early Years policy (including deferments & exemplification)	Email: earlyyears@walthamforest.gov.uk

Appendix A: Statutory data required

- your local authority number
- for local authority maintained schools, academies and nursery schools, the 4-digit establishment number
- the academic year, for example, 2022 to 2023
- the child's surname
- the child's forename
- the child's gender
- the child's date of birth
- the unique pupil number - this is a 13 character identifier
- the child's home postcode

The DfE need a home postcode for every child, except where there are legal or exceptional reasons why this data is not available (for example, traveller children). In these circumstances:

- leave the postcode field blank
- record a notepad entry in COLLECT explaining the reason

Areas of learning

There are 17 early learning goals. They cover 7 areas of learning. For each funded child, you need to record an assessment judgement for each of the 17 early learning goals.

Area of learning	Early learning goal	Code		
Communication and language	Listening, attention and understanding	E01		
	Speaking	E02		
Personal, social and emotional development	Self-regulation	E03		
	Managing self	E04		
	Building relationships	E05		
Physical development	Gross motor skills	E06		
	Fine motor skills	E07		
Literacy	Comprehension	E08		
	Word reading	E09		
	Writing	E10		
Mathematics	Number	E11		
	Numerical patterns	E12		
Understanding the world	Past and present	E13		
	People, culture and communities	E14	Early years foundation stage profile judgement	Assessment rating
	The natural world	E15	Emerging	1
Expressive arts and design	Creating with materials	E16	Expected	2
	Being imaginative and expressive	E17	An exemption applies	A

Statutory requirements: The early years foundation stage profile return is a statutory requirement of providers and local authorities through regulations made under:

- Section 99 of the Childcare Act 2006 (Statutory Instrument 2008 No. 1722)
- The Childcare (Provision of Information about Young Children) Regulations 2009

You do not need to get consent from parents or carers for sharing this information.

Appendix B: Using AnyComms+ to securely submit the EYFSP return to the Local Authority

Sending the 2023 EYFSP return to the Families Business Intelligence Team

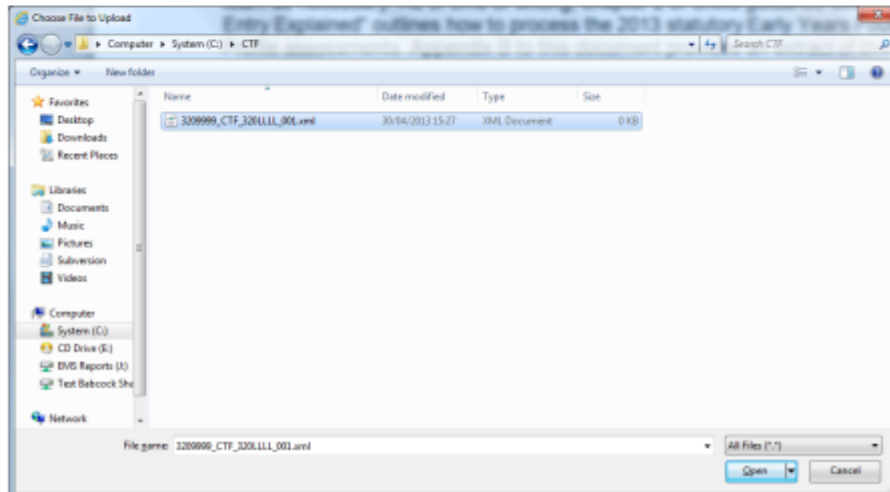
In terms of data protection - the **2023 EYFSP** return is to be sent to the **Families Business Intelligence Team** via the AnyComms+ secure file transfer website <https://www.wfresearch.org.uk>.

Login details will be needed to access and use the secure website. If needed, contact edu.performance@walthamforest.gov.uk).

- i) Login to <https://www.wfresearch.org.uk>;
- ii) From the Main Menu click on **Upload File to a Local Authority**;

Upload your files...
Please click the browse button to select a file to send.

- iii) Browse and find **2023 EYFSP** return;
- iv) Select file and click **Open**. Note that the browsing window will reappear and you may upload further files if necessary by the same process. If you have uploaded the return, and no further files are required to be uploaded, click the **Cancel** button



- v) In the **File Type** drop down box select '**EYFSP**'. In the 'Service' drop down box also select '**EYFSP**'. In the **Description Box**, enter your school name, or other information as required

Select what type of file you are sending, and select which service you are sending this file to.

File Name	Remove File	File Type	Service	Description
3209999_CTF_320LLLLL_001.xml	<input type="button" value="Remove"/>	EYFSP	EYFSP	Example School

- vi) Select '**Upload All Files**' to upload :**2023 EYFSP** return