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KEY DATES

Normally 4 weeks prior to the collection going 'live'. Ends 09/05/2025 May (4pm)	<i>Optional. Department for Education (DfE) strongly recommended, if possible.</i> <i>COLLECT familiarisation test period: A 'beta' release is available for testing purposes only, via COLLECT, prior to the census going 'live', and will be removed in advance of the 'live' collection.</i>
Thursday 15 May 2025	Census Day
Tuesday 20 May 2025	Maintained schools & PRU deadline for submission to the Local Authority for validation via COLLECT .
Wednesday 11 June 2025	Maintained schools & PRU deadline for submission to be approved by the Local Authority via COLLECT .
Wednesday 11 June 2025	Academies and free schools deadline for validated and approved submission directly by the Department for Education (DfE) via COLLECT .

Note: Following approval and final DfE checks, all state-funded school submissions must receive a final DfE 'authorised' status.

SCHOOLS INCLUDED:

The school census collects individual school characteristics and pupil records, 3 times a year.

In England, all of the following schools are required to provide a return to DfE:

- maintained nursery, primary, middle-deemed primary, middle-deemed secondary, secondary, all-through, special schools (including non-maintained special schools), pupil referral units / alternative provision (PRU / AP), academies (including free schools, university technical colleges (UTCs) and studio schools) and city technology colleges (CTCs).

PUPILS TO BE INCLUDED:

- all pupils on the register on census day
- any additional pupils subject to a suspension or permanent exclusion in previous 2 terms
- any additional pupils who attended the school in the previous term for which termly attendance information is required - not for nursery schools
- any additional pupils who had an alternative provision (AP) placement within the collection period (since the last census day), not applicable for nursery schools
- any additional pupils who were recorded as in receipt of learner funding and monitoring since the start of the academic year – not applicable to nursery schools
- any additional pupils awarded a bursary since the start of the academic year – not applicable to nursery, primary and middle schools

FUNDING AND THE IMPORTANCE OF SCHOOL CENSUS

The school census is the DfE's primary source of administrative data about pupils attending schools in England.

KEY CENSUS DATA ITEM COLLECTION PERIODS

Item	Period
Term dates	Easter Monday 2025-04-21 to 2025-07-31
Free school meal eligibility	Periods of eligibility for free school meals with: (a) An FSM eligibility start date and no FSM eligibility end date; or, (b) An FSM eligibility end date since the previous census, that is on or after 2025-01-17 and up to including the summer census day (2025-05-15)
Learner Funding and Monitoring (FAM) entity	Any Learner FAM assigned, since the beginning of the 2024 to 2025 academic year (from 2024-08-01) to students who are either on roll or off roll on census day (2025-05-15)
Termly suspensions and permanent exclusions	2024-08-01 to Easter Sunday 2025-04-20
Termly attendance	2025-01-01 to Easter Sunday 2025-04-20
Alternative provision (AP) placement module	any current (open) AP placements and any previous placements where the pupil has already left an AP placement between: 2025-01-16 to 2025-05-14 inclusive
Learner support (bursary funding for 16 to 19 year olds)	Any 16 to 19 bursaries awarded since the beginning of the 2024 to 2025 academic year (from 2024-08-01) to students who on are either on roll or off roll on census day of 2025-05-15

More school census data items information is at <https://www.gov.uk/guidance/complete-the-school-census/data-items-2024-to-2025>.

NEW, CHANGED & DELETED DATA ITEMS for SUMMER 2025

1) New data items:

Item	Description

2) Existing data items:

Item	Description

3) Deleted data items:

Item	Description

More information about data item changes for the whole of the academic year 2024 to 2025 is at <https://www.gov.uk/guidance/complete-the-school-census/changes-for-2024-to-2025>.

EARLY YEARS DATA FOR SUMMER 2025

The tables below clarify the early years data requirements for School Census Summer 2025.

Data Item	School Census Sum 25
Hours at Setting	Collected for all 9 months up to and including 4 year olds.
Funded Hours	Collected for disadvantage 2 year olds and all 3 and 4 year olds.
Extended Hours	Collected for 3 and 4 year olds with Eligibility Code.
Expanded Hours	Collected for 9 months up to and including 2 year olds with Eligibility Code.
30 Hour Code / Eligibility Code	Collected as Eligibility Code as necessary.
DAF Indicator	Collected for 9 months up to and including 4 year olds.
2 Year old Basis for Funding	Collected for 2 year olds.
Early Years Pupil Premium Receipt	Collected for 9 months up to and including 4 year olds.

Source: SIMS

Data item	Description
Funded universal entitlement hours. <i>(Maximum funded entitlement hours: 15 hours)</i>	Funded early years entitlement hours are collected for eligible pupils aged 2, 3 and 4 years in nursery provision. A specified subset of disadvantaged 2-year-olds also becomes eligible from the term following their second birthday. In some circumstances, 2-year-olds may be eligible for both the 15-hour entitlement for disadvantaged 2-year-olds and the expanded entitlement but can only take up one of these entitlements. In those circumstances, children should be recorded against the disadvantaged entitlement (funded hours).
Funded extended entitlement hours. <i>(Maximum funded entitlement hours: 15 funded universal free entitlement hours + 15 extended free entitlement hours equals 30 hours)</i>	Extended funded entitlement hours are collected for 3- and 4-year-old children with working parents who are in education provision. Extended funded entitlement hours are available for pupils aged 3 and those pupils aged 4 who are in year groups 'E1', 'E2', 'N1' or 'N2' only.
Funded expanded entitlement hours. <i>(Maximum funded entitlement hours: 15 hours)</i>	Expanded funded entitlement hours are collected for 9-month-olds to 2-year-olds with working parents (where the parent has an eligibility code), who are in education provision. In some circumstances, 2-year-olds may be eligible for both the 15-hour entitlement for disadvantaged 2-year-olds and the expanded entitlement but can only take up one of these entitlements. In those circumstances, children should be recorded against the disadvantaged entitlement (funded hours).
Eligibility code	The eligibility code indicator is an 11-digit integer that is required for pupils who claim extended or expanded funded entitlement hours. This applies to all eligible 9-month-olds to 3-year-olds and those pupils aged 4 in year groups 'E1', 'E2', 'N1' and 'N2' only, who are on roll on census day. The code confirms the eligibility of working parents to receive the

	15 extended funded entitlement hours, or the 15 expanded funded entitlement hours.
Hours at setting	<p>Hours at setting are collected for the same pupils and schools for whom funded entitlement hours are collected.</p> <p>This data item records, for pupils aged from 9 months to 4 years old, the total number of hours they spent in education provision at the school irrespective of who funded the hours. It is the total of:</p> <ul style="list-style-type: none"> • any hours funded under the free early education entitlements: • plus, any hours funded under extended funded entitlement (for working parents) • plus, any hours funded under expanded funded entitlement (for working parents) • plus, any additional hours of education funded from other sources such as parents
2-year-old basis for funding	<p>From summer 2024 onwards DfE collects termly. DfE collect the basis under which a 2-year-old has been funded whilst taking up a place in the school. This is not required for 2-year-olds taking up the expanded entitlement hours. You can enter more than one code if needed.</p> <p>ECO Economic criteria HSD High-level SEN or disability LAA Looked after or adopted from care</p>
Disability access fund indicator	<p>The disability access fund (DAF) indicator records whether a child aged from 9 months to 4 years old is in receipt of DAF from the local authority.</p> <p>To be eligible for DAF, the child must be in receipt of disability living allowance (DLA) and one of the early years entitlements.</p> <p>Pupils who are aged 4 as at the 31 August in reception and above, who are funded via the schools' block of the dedicated schools grant, are not eligible for DAF funding.</p>
Early years pupil premium	<p>The early years pupil premium (EYPP) is additional funding for early years settings to improve the education they provide for disadvantaged 9-month-olds, 2-year-olds, 3-year-olds and 4-year-olds in 'E1', 'E2', 'N1' and 'N2' only.</p> <p>Children are eligible to receive EYPP if they are taking any of the following:</p> <ul style="list-style-type: none"> • universal funded entitlement for 3- and 4-year-olds • disadvantaged entitlement for 2-year-olds • expanded entitlement for 9-month-olds to 2-year-olds. <p>They must also either:</p> <ul style="list-style-type: none"> • meet benefits-related criteria equivalent to those for free school meals (receipt of free school meals does not automatically qualify a child for EYPP) • be in the care of the local authority (in England or Wales) • have left care (in England or Wales) through: <ul style="list-style-type: none"> • adoption • special guardianship • a child arrangements order (formerly known as a residence order) <p>EYPP is not payable on the extended entitlement for 3 and 4-year-old children of working parents.</p> <p>For pupils in receipt of the early years pupil premium, the DfE also need the reason why they are receiving.</p>

More information about these data items is <https://www.gov.uk/guidance/complete-the-school-census/data-items-2024-to-2025>.

UIFSM & SESSION ATTENDANCE DATA FOR SUMMER 2025

The changes for School Census Summer 2025:

School Census Summer 2025	
Universal Infant Free School Meals on Reference Day	Calculation of School Dinner Taken on Reference Day (Summer Term 2025) via selecting the Attendance button will take account of the new set of DfE session attendance codes. The Physical Meaning of the pupil's attendance code on the Reference Day is used to decide if a pupil is available to take the meal.
Session Attendance data for the term preceding the Census Reference Day	Session Attendance data is collected for the Spring Term 2025, which is after the new set of DfE session attendance codes is in use. So there will be a significant impact on this area of School Census Summer 2025.

Source: SIMS

Click [here](#) to obtain a copy of the DfE Attendance guidance.

More information is at <https://www.gov.uk/guidance/complete-the-school-census/data-items-2024-to-2025>

'DRY RUN' & TESTING

Schools should take the opportunity to do a 'dry run' of their school census return from the school management information system (MIS). The purpose of a dry run is to provide details about any corrections that need to be made to your data to make it acceptable for inclusion. So that you are aware of any potential issues, it is advisable to do this as early as possible, even if you know that your data has not yet been fully prepared or checked. Contact your management information system (MIS) Support Provider for any procedural guidance to facilitate a dry run.

GENERATING MIS RETURN

All relevant pupil data has been entered and updated in your management information system (MIS) before the school census return is created.

Your MIS will have validation which will help you to identify and correct errors in your data before you generate your return. Follow your MIS support provider instructions to create, validate and authorise the return.

Schools should contact their MIS support provider for specific guidance on generating and validating the return.

AUTHORISING MIS RETURN

Your MIS will automatically generate a summary of the data in the school census return that will:

- allow you to check that the data is accurate and complete before sending it to the Headteacher; and
- allow the Headteacher authorising the return to check it is accurate and complete before submitting it to the local authority or DfE.

There should be a Headteacher sign-off process within each school. The Headteacher is responsible for reviewing and authorising census data before it is submitted.

SUBMITTING MIS RETURN TO COLLECT

Maintained schools including pupil referral units submit data to the Local Authority using COLLECT for further validation and approval before being submitted for DfE authorisation. Academies and Free schools submit data directly to the DfE using COLLECT for DfE approval and authorisation.

To use COLLECT to submit your school census data, you will need to log in via DfE Sign-in <https://services.signin.education.gov.uk>. Contact your school approver, if you want to request a DfE sign-in username or password so you can access COLLECT.

DfE Sign-in

DfE Sign-in is how schools and other education organisations access DfE online services.

To access your DfE online services, you'll either need:

- **an existing DfE Sign-in account.** This will be the email address and password you created when you first accessed DfE Sign-in.
- **to create a DfE Sign-in account.** If you haven't used DfE Sign-in before you'll need to [create a DfE Sign-in account](#).

[Start now >](#)

Sign in with username and password

Department for Education Sign-in

Sign-in to access DfE online services.

Email address

Password

Show

[Forgotten your password?](#)

By signing in you accept [DfE Sign-in terms and conditions](#).

[Sign in](#)

[Create account](#)

Select 'Collect'

[Collect](#)

COLLECT (Collections Online: Learners, Education, Children and Teachers) allows users to see and submit data collections and censuses to the Department for Education.

Click 'Continue'

Department for Education You are logged in as 3209nyamundanda | [Log out](#)

COLLECT Portal
our last logon was 07/09/2024 12:24:05
our last session ended 07/09/2024 12:28:43

ollect Welcome

Welcome to COLLECT (Collections On-Line for Learning, Education, Children, and Teachers). COLLECT is the DfE Centralised Data Collection and Management System for Education

*** Data Collection Visibility ***
Just to remind users, if the data collection has not yet opened you will not be able to see this in the list of available data collections.

PROCEED INTO COLLECT
[Continue...](#)
Code of Conduct

Select relevant School Census collection, and select 'Select Data Collection'

[Select Data Collection >](#)

Select 'Upload Return from file', browse local computer and select XML school census return.

What can I do with My Data Return?

[Upload Return from file...](#) Press this button to Import a file into your data return

Follow on screen instructions to upload return.

COLLECT: FAMILIARISATION

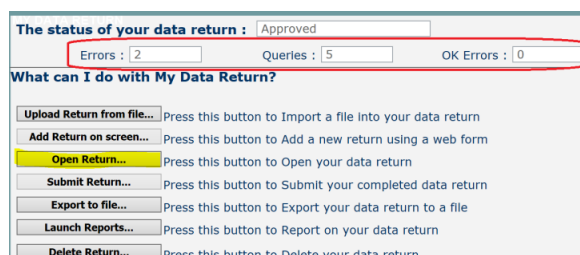
A 'beta' release of the 2025 summer school census will be available via [COLLECT](#) prior to the census going 'live' for testing purposes. Once the familiarisation period is over the COLLECT blade will be removed and cleared out in advance of the start of the live collection.

The Department for Education (DfE) and Local Authority strongly recommend that, if possible, all schools take the opportunity to upload a 'test' census XML return from the school management information system (MIS) into COLLECT during the familiarisation process. This will allow schools to check that all the required data is being output correctly from their MIS into the census return and whether any validation errors or queries are generated against their data when loaded into COLLECT which need to be resolved before the collection goes live. This will be especially important for any schools completing the school census for the first time. Please note that some COLLECT checks require reference data which is not yet in place so may trigger incorrectly – this will be in place in time for 'go live' so genuine errors will remain at that point.

COLLECT familiarisation will take place on the same system as the 'live' collection. A DfE schools guide for using COLLECT is at <https://www.gov.uk/government/publications/collect-guides-for-schools-and-local-authorities>.

COLLECT: RESOLVING ERRORS & QUERIES

Once the return is uploaded, the status screen indicates the status of the return; as well as any DfE COLLECT errors or queries present in the return following system validation.



The status of your data return : Approved

Errors : 2 Queries : 5 OK Errors : 0

What can I do with My Data Return?

Upload Return from file... Press this button to Import a file into your data return

Add Return on screen... Press this button to Add a new return using a web form

Open Return... Press this button to Open your data return

Submit Return... Press this button to Submit your completed data return

Export to file... Press this button to Export your data return to a file

Launch Reports... Press this button to Report on your data return

Delete Return... Press this button to Delete your data return

To view the errors or queries, click on "Open Return", and click the 'All Errors' button.

All Errors

Rule No.	Return Level	Error Message	Priority
2190Q	Y	Please check: Percentage of pupils in school with EHC plans seems high (greater than 10%)	Queries
1877Q	Y	Take up of school lunches for pupils in reception, year 1 and year 2 (plus pupils aged 4 to 6 in year X) greater than 95%. Please confirm more than 95% of infant pupils took a school lunch on census day	Queries
4007Q	Y	Please check: no pupils on roll are in receipt of National Tutoring Programme (NTP)	Queries
4015Q	Y	Please check: no School Arranged Alternative Provision (AP) placements have been provided	Queries

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- Errors must be resolved by amending the MIS return and resubmitting to COLLECT.
- Checked and ok'd queries can remain if you add an explanatory COLLECT return-level note for each one using the DfE list of acceptable notepad entries which can be found at <https://www.gov.uk/guidance/complete-the-school-census/check-your-data> (section 'Adding explanation notes for queries').

COLLECT: RETURN LEVEL NOTEPAD ENTRIES FOR OK'D QUERIES

Checked and ok'd queries can remain if you add an explanatory COLLECT return-level note for each one using the DfE list of acceptable notepad entries which can be found at <https://www.gov.uk/guidance/complete-the-school-census/check-your-data> (section 'Adding explanation notes for queries').

To create a return level note select 'Open Return'.



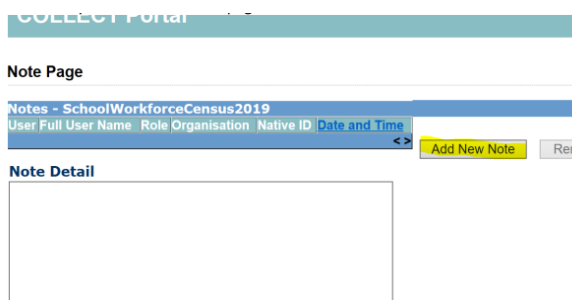
Once you have opened the return click on the pencil icon underneath "Return Level Notes" (all query notes needed to be added at return level, even if the query itself relates to an individual):



If you already have other notes on your return the icon will look like this:

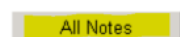


Once you are on the notes page click on the "Add New Note" button



- It is acceptable to return a separate notepad entry for each query; or one notepad entry for numerous queries i.e. start a separate line for each query.
- You can now type in the note you want to add. Begin the note with the query number. When you have completed your note, making sure to use the exact notepad entry advised by the DfE list of acceptable notepad entries. For example "2190Q: confirmed as correct".
- If the DfE list of acceptable notepad entries states that a reason must be provided, do not return 'confirmed', 'correct', 'data is correct' etc. This would be an insufficient notepad entry and the DfE will be unable to process the return to 'authorised' stage.
- Where multiples of the same query occur, and the reason is the same for each one, use the "X" and number alongside the query number. For example: "5240Q X2 - Though the pupil attends school for 25 hours or more, they do not attend the school for 10 sessions a week."

To view all the notes you have added, click on "All Notes".



COLLECT: REPORTS USED FOR FUNDING – DFE VALIDATION QUERY

There are a number of reports in COLLECT that you should use to check your data.

All relevant reports for your school phase or type should be run and checked.

The Department for Education (DfE) school census has a validation query to check that your school has run all relevant reports. Schools with this COLLECT validation query should run the reports although this query will not prevent the return from being 'authorised'.

A list of COLLECT reports is outlined below:

Report	Description
Pupil number report	This provides a headcount of your pupils by national curriculum year group, the headcount of your pupils minus subsidiary registrations and the number of pupils that will be used in numerous funding streams and therefore will account for funded and extended hours and unresolved duplicate UPNs.
Free school meals (FSM) report	Allows schools to check the FSM eligibility data submitted in their census return. This report only refers to FSM eligibility reported in the current census and not the FSM ever measure used to allocate the pupil premium.
Universal infant free school meals	Provides a breakdown of the infant pupils that the DfE will use in the universal infant FSM funding calculation.
Early years pupil premium	Allows schools to check and verify the data in the census, which the DfE use for the early years pupil premium allocations.
Learner funding and monitoring (FAM)	Allows schools to check and verify the data returned in each termly census on pupils in receipt of specific elements of the education recovery package.
Zero funded hours	Highlights the number of early years pupils who have 'zero' funded hours recorded on the school census return. The DfE use funded hours to calculate the early years block of the dedicated schools grant.

More information about these reports is at <https://www.gov.uk/guidance/complete-the-school-census/check-your-data>.

COLLECT: REPORTS USED FOR RESOLVING DUPLICATE RECORDS – DFE VALIDATION ERROR

Two COLLECT reports identify duplicate records in the census return, as outlined in the table below:

Report	Description
Duplicate report: Same UPN	A duplicate UPN is one where more than one pupil registration shares the same UPN and the registrations sharing the UPN have an invalid combination of enrolment statuses. Unresolved duplicates will impact on funding allocations such as the dedicated schools grant and pupil premium.
Duplicate report: Same Person Different UPN	Includes all cases where there appears to be duplication of a pupil based on the characteristics - for example, surname, forename, middle name, date of birth and gender - but where different UPNs are present.

More information about these reports is at <https://www.gov.uk/guidance/complete-the-school-census/check-your-data>.

COLLECT validation error (DupUPNRprt)

The Department for Education (DfE) school census has a COLLECT validation error (DupUPNRprt) that will trigger if the COLLECT return has unresolved duplicates which impact funding allocations.

The return will not be authorised by the DfE until all errors are resolved. Please note if the return has been previously authorised and a duplicate UPN is introduced at any point during the 'live' collection the return status will revert to 'approved' i.e. not DfE authorised.

COLLECT: REPORTS NOT RUN VALIDATION QUERY ('Reports')

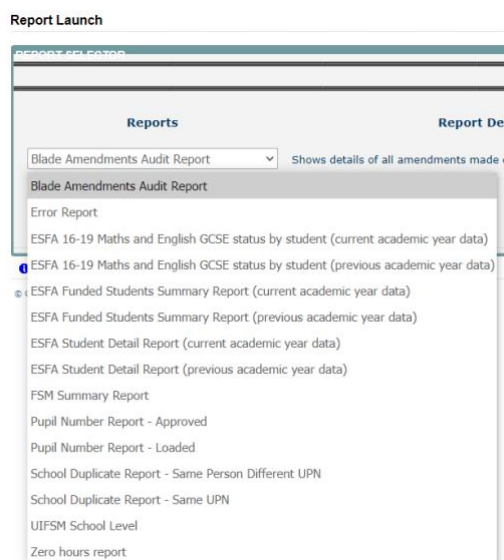
This query will trigger if the relevant reports for your school phase or type have not been run, the query will trigger until all relevant reports have been run, however this will not prevent the return from being 'authorised'.

COLLECT: VIEWING & DOWNLOADING REPORTS

To run these reports



You will then see a page where you can launch a number of different reports, with a brief description of what each report shows. Just select the report you want from the drop-down menu and then click the launch button.

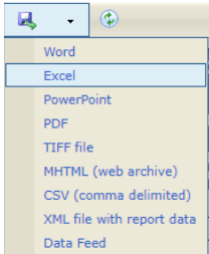


You may then see a second report parameters screen where you will need to click launch report again:

Report Parameter Selection

	Launch Report

You can view the report in browser and page back and forth using the arrow buttons. Or you can export the report in a variety of different formats:



WHO TO CONTACT?

Contact	Support
Business Intelligence Team E-mail: edu.performance@walthamforest.gov.uk	School Census data collection and return queries. Note: Maintained schools make returns directly to the Local Authority and should contact them regarding any matters to do with the data submitted.
Department for Education (DfE) Service Request: https://form.education.gov.uk/service/Data-collections-service-request-form	School Census data collection and return queries. Note: Academies/free schools make returns directly to the DfE and should contact them regarding any matters to do with the data submitted.
Management information systems (MIS) support provider	For specific training and guidance about producing the CTF/XML return. Here are links to SIMS , Arbor and ScholarPack MIS guidance.

SUMMER 2025 SCHOOL CENSUS – PREPARATION CHECKLIST

The checklist below indicates some of the tasks to undertake to prepare for the school census.

Your MIS Support Provider may provide a more specific procedural list of tasks that you should follow.

More information about school census data items is at <https://www.gov.uk/guidance/complete-the-school-census/data-items-2024-to-2025>.

MIS Permissions: Check with your System Administrator/Manager that you have the appropriate permissions to run the School Census and record associated data.	<input type="checkbox"/>
MIS is the correct version? Upgrade to the correct MIS version to run School Census.	<input type="checkbox"/>
Dry Run: Carry out a dry run to determine what information needs to be updated.	<input type="checkbox"/>
School information: Check School Level information, e.g. establishment details, school email, etc.	<input type="checkbox"/>
Leavers & re-admissions: Ensure that leavers and re-admissions have been recorded.	<input type="checkbox"/>
Enrolment Status – dual registrations: All pupils on roll at your school and another school/PRU must have the correct enrolment status recorded (i.e. M = Dual Main or S = Dual Subsidiary etc).	<input type="checkbox"/>
<p>FSM: Check free school meal eligibility information. Transitional protections ensure that any pupil in receipt of free school meals on 31 March 2018 or after, should continue to receive free school meals until the end of the Universal Credit rollout period, and then until their phase of education ends. This covers until at least March 2025 and applies even if their circumstances change and they would no longer meet the eligibility criteria.</p> <p>You should not enter end dates unless:</p> <ul style="list-style-type: none"> • a parent has said they do not wish the child to be recorded as eligible for free school meals and receive a free school meal • a pupil transfers from another UK country – their non-English free school meals must have an end date • a parent notifies the school that their support under the Immigration and Asylum Act 1999 or the pension credit has ended • a parent notifies the school that they no longer qualify for free school meals under the criteria for families with no recourse to public funds (NRPF) 	<input type="checkbox"/>
Full-time/part-time status for pupils who are not of statutory school age: This indicates whether a pupil is part-time in education. We consider a pupil full-time where they are in education for 10 sessions per week. A pupil who attends for 9 (or fewer) sessions is part-time. It does not indicate that a pupil is part-time at one or more establishments.	<input type="checkbox"/>
Check Early Years information (where applicable to school type)	<input type="checkbox"/>
First Language: Check first language information. Collected for all pupils including nursery schools.	<input type="checkbox"/>

<p>Learner Funding and Monitoring (FAM): Update Funding and Monitoring details as required by the DfE. For the 2024 to 2025 academic year, it will identify pupils:</p> <ul style="list-style-type: none"> • in receipt of tutoring • resitting or retaking up to one year of 16 to 19 funded provision 	<input type="checkbox"/>
<p>Post Looked After pupils: Check information collected for pupils who are on-roll on census day. Post looked after arrangements collects information regarding children, who have left local authority care in England and Wales through adoption, a special guardianship order, a residence order or a child arrangements order and are still subject to such orders on census day.</p> <p>Children who have left care under one of the measures listed above will be eligible for the post looked after element of the pupil premium.</p>	<input type="checkbox"/>
<p>Pupil SEN provision: Check special educational needs information. SEN provision is collected for all pupils on roll on census day using the following codes:</p> <p>‘E’ (education, health and care plan) or ‘K’ (SEN support)</p> <p>SEN provision at the time of any suspension or permanent exclusion and on entering and leaving an alternative provision placement will also be collected in the school census.</p>	<input type="checkbox"/>
<p>School lunches taken: This data item records whether an infant pupil has taken a school lunch on census day. This may include packed lunches provided by the school to children on school trips. This data item is collected each term from all schools with an appropriate age range and for the following pupils regardless of whether they are eligible for free school meals:</p> <p>all pupils on roll on census day in reception (NCYearActual equals ‘R’); year 1 (NCYearActual equals ‘1’); year 2 (NCYearActual equals ‘2’); and aged 4 to 6 not following the national curriculum (NCYearActual equals ‘X’ and pupil born between 2017-09-01 and 2020-08-31 inclusive).</p> <p>The DfE collect this data each term from all schools and use it to allocate funding.</p>	<input type="checkbox"/>
<p>Termly suspensions and permanent exclusions: Check information.</p>	<input type="checkbox"/>
<p>Top-Up Funding Indicator: Check this information for those pupils on roll for whom the school receives, on census day, high needs top-up funding either from a local authority or, in the case of a PRU / AP, a local authority or another school.</p> <p>Usually, but not always, the pupils for whom a primary or secondary mainstream school receives top-up funding are those with an education, health and care plan (EHCP). More information is at https://www.gov.uk/guidance/complete-the-school-census/data-items-2023-to-2024 (‘Top-up funding indicator’ section).</p>	<input type="checkbox"/>
<p>Unique Learner Numbers (ULN): ULNs are mandatory for all pupils on roll aged 14 and over on census day and for pupils no longer on roll who were aged 14 as at their leaving date.</p>	<input type="checkbox"/>
<p>Unique Pupil Numbers (UPN): If you have pupils with a temporary UPN or new pupils that require a UPN, check whether they already have a permanent UPN assigned to them.</p>	<input type="checkbox"/>
<p>Youth Support Services Agreement (YSSA) [Middle-deemed primary, middle-deemed secondary, secondary, all-through, special and PRU/AP schools]:</p> <p>There is a legal requirement under the Education and Skills Act 2008 for schools to pass information on request to the youth support service for pupils in or approaching the age of 13.</p>	<input type="checkbox"/>