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KEY DATES

Normally DfE makes available 4 weeks prior to the collection going 'live'. ***Ends 15/05/2026 May (4pm)***	*Optional. Department for Education (DfE) strongly recommended, if possible.* *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.*
Thursday 21 May 2026	Census Day
Tuesday 02 June 2026	Maintained schools & PRU deadline for submission to the Local Authority for validation via COLLECT.
Wednesday 17 June 2026	Maintained schools & PRU deadline for submission to be approved by the Local Authority via COLLECT.
Wednesday 17 June 2026	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 2026-04-06 to 2026-07-31
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 2026-01-16 and up to including the summer census day (2026-05-21)
Learner Funding and Monitoring (FAM) entity	Any Learner FAM assigned, since the beginning of the 2025 to 2026 academic year (from 2025-08-01) to students who are either on roll or off roll on census day (2026-05-21) Learner FAM new codes of EMH and MMH are not collected in Summer term.
Termly suspensions and permanent exclusions	2025-08-01 to Easter Sunday 2026-04-05
Termly attendance	2026-01-01 to Easter Sunday 2026-04-05
Alternative provision (AP) placement module	any current (open) AP placements and any previous placements where the pupil has already left an AP placement between: 2026-01-15 to 2026-05-20 inclusive
Learner support (bursary funding for 16 to 19 year olds)	Any 16 to 19 bursaries awarded since the beginning of the 2025 to 2026 academic year (from 2025-08-01) to students who on are either on roll or off roll on census day of 2026-05-21

More school census data items information is at https://www.gov.uk/guidance/complete-the-school-census/data-items-2025-to-2026.

NEW, CHANGED & DELETED DATA ITEMS for SUMMER 2026

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 2025 to 2026 is at https://www.gov.uk/guidance/complete-the-school-census/data-items-2025-to-2026.

EARLY YEARS DATA FOR SUMMER 2026

<table>
<tr><th>Data item</th><th>Description</th></tr>
<tr><td>Funded universal entitlement hours.</td><td>Funded early years entitlement hours are collected for eligible pupils aged 2, 3 and 4 years in nursery provision.
A specified subset of 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 early learning for 2-year-olds and the expanded entitlement for working parents. In those circumstances, parents must use the early learning entitlement first, then the working parent entitlement up to a maximum of 30 hours in total.
The table shows the dates of birth and year groups of children for whom funded entitlement hours are required. Where a child falls into the cohorts listed below but is not in receipt of any funding via the funded early education entitlements, a value of zero is recorded for funded entitlement hours. Hours are recorded to 2 decimal places.
<table><tr><th>Census</th><th>Date of birth ranges, school type and pupil national curriculum year group</th><th>Maximum funded entitlement hours</th></tr><tr><td>Summer 2026</td><td>2-year-olds born between 2023-04-01 and 2024-03-31 (inclusive) – all relevant schools and year groups</td><td>15 hours</td></tr><tr><td>Summer 2026</td><td>3-year-olds born between 2021-09-01 and 2023-03-31 (inclusive) – all relevant schools and year groups</td><td>15 hours</td></tr><tr><td>Summer 2026</td><td>4-year-olds born between 2021-04-01 and 2021-08-31 (inclusive) for pupils in national curriculum year groups ‘E1’, ‘E2’, ‘N1’ and ‘N2’ only</td><td>15 hours</td></tr></table></td></tr>
<tr><td>Funded extended entitlement hours.</td><td>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.
The table shows the dates of birth and year groups of children for whom extended funded entitlement hours are required. The extended funded entitlement hours field must not include any funded universal entitlement hours. Hours are recorded to 2 decimal places.
<table><tr><th>Census</th><th>Date of birth ranges, school type and pupil national curriculum year group</th><th>Maximum funded extended entitlement hours</th></tr><tr><td>Summer 2026</td><td>3-year-olds born between 2021-09-01 and 2023-03-31 (inclusive) with an eligibility code – all relevant schools and year groups</td><td>15 funded universal free entitlement hours + 15 extended free entitlement hours equals 30 hours</td></tr><tr><td>Summer 2026</td><td>4-year-olds born between 2021-04-01 and 2021-08-31 (inclusive) for pupils in national curriculum year groups ‘E1’, ‘E2’, ‘N1’ and ‘N2’ only</td><td>15 funded universal free entitlement hours + 15 extended free entitlement hours equals 30 hours</td></tr></table></td></tr>
<tr><td>Funded expanded entitlement hours.</td><td>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 early learning for 2-year-olds and the expanded entitlement for working parents. In those circumstances, parents must use the early learning entitlement first, then the working parent entitlement (up to a maximum of 30 hours) in total.
The table shows the dates of birth and year groups of children for whom expanded funded entitlement hours are required. Hours are recorded to 2 decimal places.</td></tr>
</table>

<table>
<tr><td></td><td>
<table>
<tr><th>Census</th><th>Date of birth ranges, school type and pupil national curriculum year group</th><th>Maximum funded expanded entitlement hours</th></tr>
<tr><td>Summer 2026</td><td>9-month-olds to one-year-olds born between 2024-04-01 and 2025-06-30 (inclusive) with an eligibility code – all relevant schools and year groups</td><td>30 hours</td></tr>
<tr><td>Summer 2026</td><td>2-year-olds born between 2023-04-01 and 2024-03-31 (inclusive) – all relevant schools and year groups</td><td>30 hours</td></tr>
</table>
</td></tr>
<tr><td>Eligibility code</td><td>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 30 expanded funded entitlement hours. This is particularly important as parents may split this entitlement between 2 providers.</td></tr>
<tr><td>Hours at setting</td><td>Hours at setting are collected for the same pupils and schools for whom funded entitlement hours are collected.
This data item records, for pupils aged from 9 months to 4 years old, the total number of hours they spent in education provision (that is, following the learning and development requirements of the early years foundation stage) at the school irrespective of who funded the hours. It is the total of:
• 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</td></tr>
<tr><td>2-year-old basis for funding</td><td>The 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.
ECO Economic criteria
HSD High-level SEN or disability
LAA Looked after or adopted from care</td></tr>
<tr><td>Disability access fund indicator</td><td>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.
To be eligible for DAF, the child must be in receipt of disability living allowance (DLA) and one of the early years entitlements.
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.
The DAF indicator should only be returned for eligible children within the date of birth range and year groups outlined who are on roll on census day.
<table>
<tr><th>Census</th><th>Date of birth ranges, school type and pupil national curriculum year group</th></tr>
<tr><td>Summer 2026</td><td>9-month-olds to one-year-olds born between 2024-04-01 and 2025-06-30 (inclusive) - all relevant schools and year groups</td></tr>
<tr><td>Summer 2026</td><td>2-year-olds born between 2023-04-01 and 2024-03-31 (inclusive) - all relevant schools and year groups</td></tr>
<tr><td>Summer 2026</td><td>3-year-olds born between 2021-09-01 and 2023-03-31 (inclusive) - all relevant schools and year groups</td></tr>
<tr><td>Summer 2026</td><td>4-year-olds born between 2021-04-01 and 2021-08-31 (inclusive) - for pupils in national curriculum year groups ‘E1’, ‘E2’, ‘N1’ and ‘N2’ only</td></tr>
</table>
</td></tr>
<tr><td>Early years pupil premium</td><td>The early years pupil premium (EYPP) is additional funding for early years settings to improve the education they provide for eligible 9-month-olds to</td></tr>
</table>

1-year-olds, 2-year-olds, 3-year-olds and 4-year-olds in ‘E1’, ‘E2’, ‘N1’ and ‘N2’ only.

Children are eligible to receive EYPP if they are taking any of the following:

- universal funded entitlement for 3- and 4-year-olds
- early learning entitlement for 2-year-olds
- expanded entitlement for 9-month-olds to 2-year-olds

They must also either:

- 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:
    - adoption
    - special guardianship
    - a child arrangements order (formerly known as a residence order)

EYPP is not payable on the extended entitlement for 3 and 4-year-old children of working parents.

This table shows the cohorts of children for whom early years pupil premium data is required.

Census	Age	Date of birth ranges
Summer 2026	2-year-olds	Born between 2023-04-01 and 2024-03-31 (inclusive)
Summer 2026	3-year-olds	Born between 2021-09-01 and 2023-03-31 (inclusive)
Summer 2026	4-year-olds – for schools not equal to phase ‘NS’: pupils in ‘E1’, ‘E2’, ‘N1’ or ‘N2’ only	Born between 2021-04-01 and 2021-08-31 (inclusive)

For pupils in receipt of the early years pupil premium, the DfE also need the reason why they are receiving.

Code	Early years pupil premium basis for funding
RE	In receipt through eligibility for economic reasons: where they are in receipt via eligibility for the benefits related criteria for FSM
RO	In receipt through eligibility for other reasons: where they are in receipt due to eligibility for being in care or due to leaving care through adoption, a special guardianship order or a child arrangement order
RB	In receipt through eligibility for both reasons: where they are in receipt through eligibility for both economic and other reasons
RU	In receipt through eligibility for unknown basis: where the school knows the child is in receipt of EYPP (due to receiving funding from the local authority) but does not necessarily know the reason why

More information about these data items is https://www.gov.uk/guidance/complete-the-school-census/data-items-2025-to-2026.

‘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:

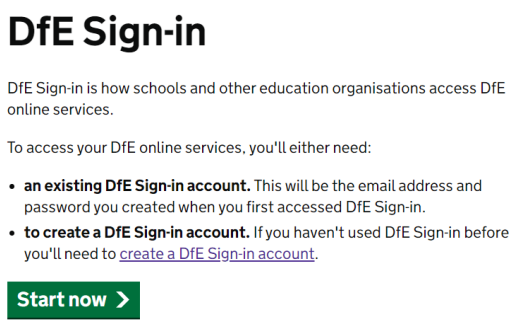
- allow you to check that that the data is accurate and complete before sending it to the Headteacher; and
- allow the Headteacher authorising the return to check it is accurate and complete before submitting it to the local authority or DfE.

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.

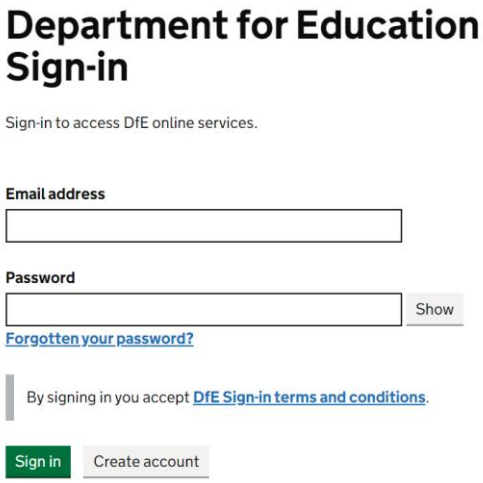
SUBMITTING MIS RETURN TO COLLECT

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.

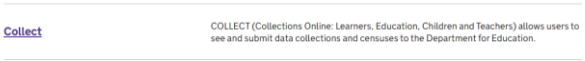
To use COLLECT to submit your school census data, you will need to log in via DfE Sign-in https://services.signin.education.gov.uk. Contact your school approver, if you want to request a DfE sign-in username or password so you can access COLLECT.



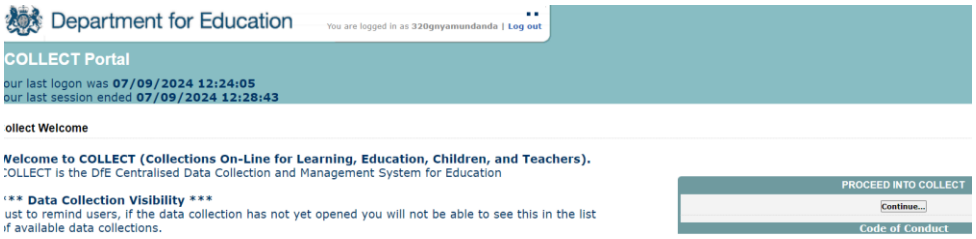
Sign in with username and password



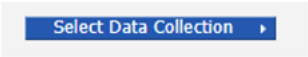
Select 'Collect'



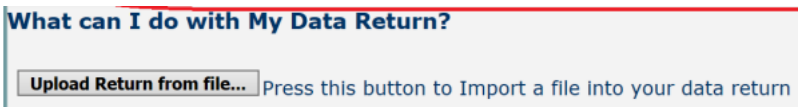
Click 'Continue'



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



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



Follow on screen instructions to upload return.

COLLECT: FAMILIARISATION

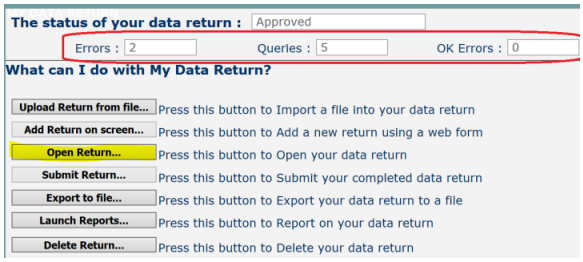
A 'beta' release of the 2026 summer school census will be available via COLLECT prior to the census going 'live' for testing purposes. Once the familiarisation period is over the COLLECT blade will be removed and cleared out in advance of the start of the live collection.

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.

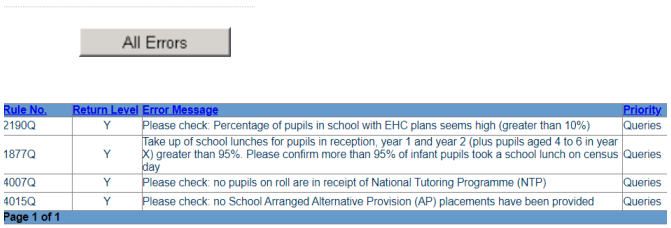
COLLECT familiarisation will take place on the same system as the 'live' collection. A DfE schools guide for using COLLECT is at https://www.gov.uk/government/publications/collect-guides-for-schools-and-local-authorities.

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.



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



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

Page 1 of 1

- 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

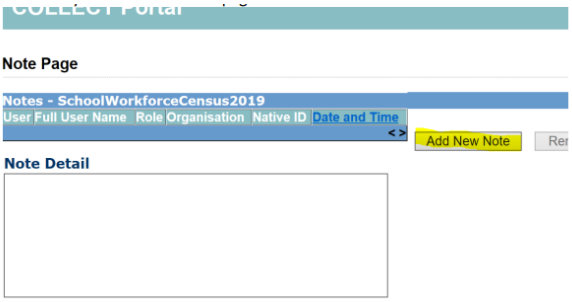
Checked and ok'd queries can remain if you add an explanatory COLLECT return-level note for each one using the DfE list of acceptable notepad entries which can be found at https://www.gov.uk/guidance/complete-the-school-census/check-your-data (section 'Adding explanation notes for queries').

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.

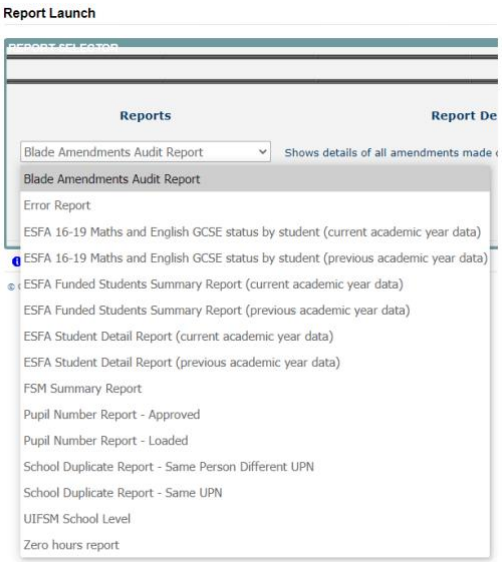
COLLECT: REPORTS NOT RUN VALIDATION QUERY ('Reports')

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'.

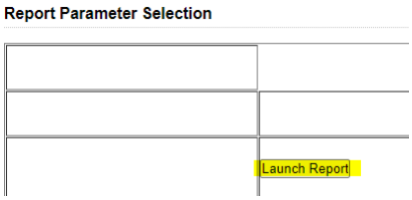
COLLECT: VIEWING & DOWNLOADING REPORTS

To run these reports

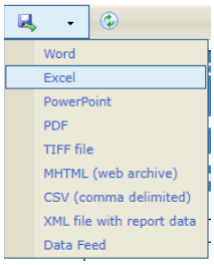
You will then see a page where you can launch a number of different reports, with a brief description of what each report shows. Just select the report you want from the drop-down menu and then click the launch button.



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



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 2026 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-2025-to-2026.

MIS Permissions: Check with your System Administrator/Manager that you have the appropriate permissions to run the School Census and record associated data.	☐
MIS is the correct version? Upgrade to the correct MIS version to run School Census.	☐
Dry Run: Carry out a dry run to determine what information needs to be updated.	☐
School information: Check School Level information, e.g. establishment details, school email, etc.	☐
Leavers & re-admissions: Ensure that leavers and re-admissions have been recorded.	☐
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).	☐
FSM: Check free school meal eligibility information. Since 1 April 2018, all existing free school meals claimants have continued to receive free school meals whilst Universal Credit is rolled out. This applies regardless of any change in household circumstances, including if their earnings rise above the threshold during that time. Protections will remain in place until the end of the 2025 to 2026 school year. From the start of the 2026 to 2027 school year, DfE will extend the entitlement to free school meals to include all children from households in receipt of Universal Credit. We will end transitional protections alongside this change in threshold, with eligibility for all pupils reverting to whether they meet the eligibility criteria, regardless of whether they were previously protected. We will issue further guidance before September 2026. You should not enter end dates unless: • 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) •	☐

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.	❑
Check Early Years information (where applicable to school type)	❑
First Language: Check first language information. Collected for all pupils including nursery schools.	❑
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: • in receipt of tutoring • resitting or retaking up to one year of 16 to 19 funded provision	❑
Post Looked After pupils: Check information collected for pupils who are on-roll on census day. Post looked-after arrangements collect 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. 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.	❑
Pupil SEN provision: Check special educational needs information. SEN provision is collected for all pupils on roll on census day using the following codes: 'E' (education, health and care plan) or 'K' (SEN support) 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.	❑
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: • all pupils on roll on census day in reception (NCYearActual equals 'R') • all pupils on roll on census day in year 1 (NCYearActual equals '1') • all pupils on roll on census day in year 2 (NCYearActual equals '2') • all pupils on roll on census day aged 4 to 6 not following the national curriculum (NCYearActual equals 'X' and pupil born between 2018-09-01 and 2021-08-31 inclusive) The DfE collect this data each term from all schools and use it to allocate funding.	❑
Termly suspensions and permanent exclusions: Check information.	❑
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. 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-2025-to-2026 (**'Top-up funding indicator'** section)**.**	
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.	❑
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.	❑
Youth Support Services Agreement (YSSA) [Middle-deemed primary, middle-deemed secondary, secondary, all-through, special and PRU/AP schools]: 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.	❑