**IMPORTANT INFORMATION FOR PRIMARY & SECONDARY SCHOOLS / ACADEMIES REGARDING THE OCTOBER 2018 CENSUS**

The October 2018 Census (taken Thursday 4 October) will be used to calculate funding allocations for primary (Reception – Year 6) and secondary (Year 7 – Year 11) schools in the 2019/20 financial year (and academic year in the case of academies). *Please note that Pupil Premium for 2019/20 will continue to be calculated based on eligible pupils on roll recorded in the January 2019 Census.*

The DfE will provide the Local Authority in December 2018 with a dataset, which must be used to calculate formula funding allocation for 2019/20. As has been the case in previous years, the Authority will have no flexibility to amend any inaccurate data recorded in the October 2018 Census. **This means that it is imperative that schools and academies ensure their October 2018 Census data return is accurate.**

For reference, embedded below is the technical specification published by the DfE, which sets out the data used to calculate Schools Block allocations in 2018/19. The 2019/20 document will be published in the autumn.



This document gives further information on the census fields that will feed into the formula funding dataset.

The dataset provided by the DfE will include the following at individual school level:

* Number on Roll (NOR) recorded in the October 2018 census, separated into Primary, Key Stage 3 and Key Stage 4
* FSM %: % of pupils where the FSM indicator is TRUE in October 2018 census
* Ever 6 FSM %: % of pupils where FSM indicator has been TRUE in any of the censuses in the last 6 years
* IDACI A – G: % of pupils with an IDACI score in each band A – G based on pupil postcode data recorded in the October 2018 Census
* EAL 1 – 3: % of pupils with a first language other than English who are recorded as such in the October 2018 census for the first time, the first or second time, or the first, second or third time
* Low Prior Attainment: % of pupils recorded in the October 2018 census not achieving a Good Level of Development in the EYFSP. For secondary schools it is the % of pupils recorded in the October 2018 census that scored at level 3 or below in either KS2 Maths or English (for pupils assessed at KS2 up to 2011) plus the % that scored level 3 or below in any of the reading tests, teacher assessed writing, or Maths tests (for pupils assessed from 2011).
* Mobility: % of pupils recorded in the October 2018 census who started the school in the previous three academic years in an abnormal month

The DfE will use the following pupil-level data fields to provide the dataset described above:

* UPN (to check for duplicate pupils)
* Enrol Status
* Funded Hours
* Part Time
* DOB
* NC Year Actual
* FSM Eligible
* Entry Date
* Pupil Postcode
* Language

*Further technical information on the Census is available on the DfE website through the below address and links on this page:*

<https://www.gov.uk/government/publications/school-census-autumn-2018-to-summer-2019-school-summary-report>