

Dear Colleague

Could I please draw your attention to the following important school census information this is based on current guidance. If there is additional information, we will make customers aware via email as well as updating the news section on our website <https://www.schoolicts.co.uk/latest-news/>

The Dry run will become available via **School | Data | Export | Data Returns and School Census** on **Thursday 21st September**.

How has the School census return changed?

Census Date: Thursday 5th October 2023

Census Date	5 th October 2023		
Item	Date From	Date to	Notes
Attendance	10/04/2023	31/07/2023	
Exclusions	01/01/2023	31/07/2023	
Free School Meals*	19/05/2023	05/10/2023	
Funding and Monitoring (FAM)	01/08/2023	05/10/2023	
AP Placements collected from	18/05/2023	05/10/2023	
Leavers with FAM	01/08/2023	05/10/2023	
Leavers with attendance	10/04/2023	31/07/2023	
Leavers with exclusions	01/01/2023	31/07/2023	
Leavers with Learning Aims	01/08/2022	05/10/2023	
Leavers with AP	18/05/2023	04/10/2023	
*Only collected for on roll students not leavers			

Deadline for return:

DfE deadline is **Wednesday 1st November 2023**, however your Local Authority may have a shorter deadline if you submit to them rather than COLLECT- please contact them for further details.

New Data items:

Sex and gender identity

Please see below an update from the DfE on this item

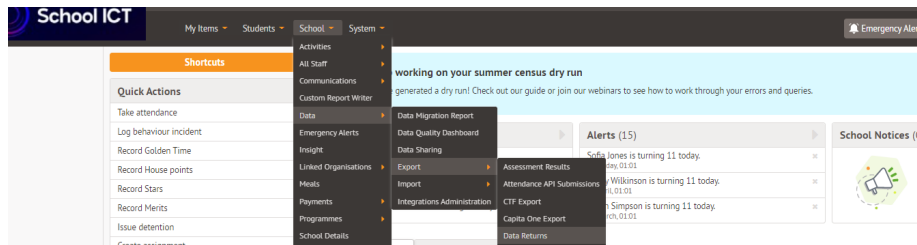
The gender current (N00065) data item has been replaced by the new sex (N00783) data item: -

The change from gender current to sex is being rolled out across all DfE collections over the next year or so. We will collect the sex data item (a value which identifies the sex of a person as recognised in law) on a mandatory basis.

The gender ID (N00784) data item has been created so schools, children's homes, local authorities and other institutions can record gender identity for local use, should they wish to. We will not collect this data item.

Accessing the Return

School/Data/Export/Data Return



Documentations to assist with completing the return:

We have uploaded the guidance for completing the return on the customer portal. Please see the links below to download. These includes a checklist to assist with preparing the data for collection to minimise validation errors.

turn IT on link:

- [Customer Portal](#)

School ICT links:

- [Secondary Guidance](#)
- [Primary Guidance](#)
- [Post 16 Guidance](#)
- [Guidance on Dates of Birth and Curriculum Years](#)

Known Issues:

On the day errors and queries: <https://support.arbor-education.com/hc/en-us/sections/4404257516957-On-the-day-errors-and-queries>

Data items 2023 to 2024

Guidance about every piece of information you need to send the DfE in autumn 2023, Spring and Summer 2024 can be downloaded via:

https://assets.publishing.service.gov.uk/media/646bdc4a382a5100139fc564/Data_Needed_on_the_school_census_23_24_v1.0.ods

Training

Arbor Census Training Combined Primary and Secondary 29th September 2023 (this does not include Post 16)

Please remember that our helpdesk will be open from 08:00 until 17:00 so please do not hesitate to contact if you require further assistance.

School ICT

Portal: [My.schoolicts.co.uk](https://my.schoolicts.co.uk)

Phone number: 0345 2226802

Email: helpdesk@schoolicts.co.uk

turn IT on

Phone number: 01865597620

Email: Mis.support@turnITon.co.uk