

ISB Standard: Code List

Learner Absentee Reason Type

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Introduction

This document contains the formatting and values for an ISB code list standard. This code list is referenced in an approved ISB Business Data Standard.

Business context

The remit of the Information Standards Board for Education Skills and Children's Services (ESCS) is to develop, approve and promulgate a minimum but sufficient set of data and information standards to support system interoperability across ESCS.

The ISB develops and maintains Business Data Standards which provide a technology independent message specification that can be used by projects, programmes and software vendors to develop consistent, interoperable technical standards. These Business Data Standards are granular 'lego bricks' made up of entities and their attributes extracted from ESCS Enterprise Data Architecture.

The Business Data Standards are supported by a set of code lists which provide a set of approved formatting and values to be used across ESCS. These are also independent ISB Standards in their own right.

Maintenance

This code list will be updated by the Information Standards Board via recommendations from the Department for Children, Schools and Families, Data Services Group, Department for Business Innovations Skills, Learning and Skills Council or Higher Education Statistics Agency on a 3 year basis or following requests for change.

Code List Description

Code List Name: Learner Absentee Reason Type	
Description	Codes describing the reason why a LEARNER is not present on time during an education period e.g., sick, holiday
Data Type and Format	Single String
Code Set/ Valid Values	See next section
Source(s)	Not Applicable

Code List

Values	Description	Sources
Illness		
medical/dental appt		
religious observance		
study leave		
Traveller absence		
family holiday		
extended family holiday		
pupil excluded		
other		
Attending interview		
enforced closure		
not yet on roll		
school closed to pupils		

Appendix A: Ofsted presentation

CODE	DESCRIPTION	MEANING
/	Present (AM)	Present
\	Present (PM)	Present
B	Educated off site (NOT Dual registration)	Approved Education Activity
C	Other Authorised Circumstances (not covered by another appropriate code/description)	Authorised absence
D	Dual registration (i.e. pupil attending other establishment)	Approved Education Activity
E	Excluded (no alternative provision made)	Authorised absence
F	Extended family holiday (agreed)	Authorised absence
G	Family holiday (NOT agreed <u>or</u> days in excess of agreement)	Unauthorised absence
H	Family holiday (agreed)	Authorised absence
I	Illness (NOT medical or dental etc. appointments)	Authorised absence
J	Interview	Approved Education Activity
L	Late (before registers closed)	Present
M	Medical/Dental appointments	Authorised absence
N	No reason yet provided for absence	Unauthorised absence
O	Unauthorised absence (not covered by any other code/description)	Unauthorised absence
P	Approved sporting activity	Approved Education Activity
R	Religious observance	Authorised absence
S	Study leave	Authorised absence
T	Traveller absence	Authorised absence
U	Late (after registration closed)	Unauthorised absence
V	Educational visit or trip	Approved Education Activity
W	Work experience	Approved

		Education Activity
X	Untimetabled sessions for non-compulsory school-age pupils	Not counted in possible attendances
Y	Enforced closure	Not counted in possible attendances
Z	Pupil not on roll	Not counted in possible attendances
#	School closed to pupils	Not counted in possible attendances

Policy direction:

Target-setting & intervention focused on Persistent Absence

National Indicator: Secondary Schools % Persistent Absence

Schools OA performance benchmarking by % FSM median trend line

Appendix B: Mapping of codes

The following table shows how the Ofsted codes map to the values in the three code lists:

Ofsted code	Description	Attendance status			Absence authorisation			Absence reason													Notes				
		present	late (before register closed)	Late (after register closed)	absent	Approved by LOP	Disapproved by LOP	Not notified to LOP	illness	medical/dental appt	religious observance	study leave	Traveller absence	family holiday	extended family holiday	pupil excluded	other	attending interview	enforced closure	not yet on roll		school closed to pupils			
/	Present (AM)	Y																							
\	Present (PM)	Y																							
L	Late (before registers closed) marked as present		Y																						
I	Authorised absence due to illness (NOT medical or dental etc. appointments)				Y	Y		Y																	
M	Authorised absence due to medical/ dental appointments				Y	Y			Y																
R	Authorised absence due to religious observance				Y	Y				Y															
S	Authorised absence due to study leave				Y	Y					Y														
T	Authorised absence due to traveller absence				Y	Y						Y													
H	Authorised absence due to agreed family holiday				Y	Y							Y												
F	Authorised absence due to agreed extended family holiday				Y	Y								Y											
E	Authorised absence as pupil is excluded, with no alternative provision made				Y	Y									Y										
C	Authorised absence as pupil is absent due to other authorised circumstances				Y	Y											Y								
B	Approved education activity as pupil being educated off site (not dual registration)				Y	Y																			Derived from data about Learner's enrolment and Timetable information, together with attendance data from other establishment
D	Approved education activity as pupil is dual registered (i.e. attending another establishment)				Y	Y																			Derived from data about Learner's enrolment and Timetable information, together with attendance data from other establishment
J	Approved education activity as pupil is attending interview				Y	Y												Y							Derived from data about Learner's enrolment and Timetable information, together with attendance data from other establishment
P	Approved education activity as pupil is attending an approved sporting activity				Y	Y																			Derived from data about Learner's enrolment and Timetable information, together with attendance data from other establishment
V	Approved education activity as pupil is away on an educational visit or trip				Y	Y																			
W	Approved education activity as pupil is attending work experience				Y	Y																			Derived from data about Learner's enrolment and Timetable information, together with attendance data from other establishment
G	Unauthorised absence as pupil is on a family holiday, not agreed, or is taking days in excess of an agreed family holiday				Y			Y									Y								
U	Unauthorised absence as pupil arrived after registers closed			Y				Y																	
O	Unauthorised absence as pupil missed sessions for an unauthorised absence not covered by any other code/description				Y			Y																	
N	Unauthorised absence as pupil missed sessions for a reason that has not yet been provided				Y																				
X	Non-compulsory school age absence - not counted in possible attendances				Y																				Derived from Learner's enrolment details, from which age is known
Y	Enforced closure - not counted in possible attendances				Y			Y										Y							
Z	Pupil not yet on roll - not counted in possible attendances				Y			Y														Y			
#	School closed to pupils - not counted in possible attendances				Y			Y															Y		