SIMS

SIMS has been upgraded

Welcome to the SIMS 2020 Summer Release

SIMS 7.194

This information is also available from the **Documentation Centre**, which is accessed by clicking the **Documentation** button on the SIMS **Home Page**.

What's new?

SIMS release notes

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Admissions

For Maintained schools in England, schools that are their own Admission Authority now import versions 16.0 and 17.0 of ADT files and export version 17.0 of the ASL file. Previous versions are no longer imported.

AMPARK

The Assessment Manager and Performance Analysis Resource Kit (AMPARK) provides a set of resources for use with SIMS Assessment. This kit has been updated for the SIMS 2020 Summer Release.

Attendance

To ensure that attendance records are accurately maintained, particularly during the Covid-19 period, Y codes can now be recorded via Edit Marks. Previously, the Y code could be recorded only via Exceptional Circumstances.

A comment can now be recorded against a Y code in Edit Marks and Exceptional Circumstances.

Course Manager

- To support the new vocational T Level and T Level Transition programmes, when defining a new course, T Level (Level 3) and T Level Transition are now available from the **Level** drop-down list.

- For schools in England, to support the introduction of T Level programmes, and to enable schools to correctly report the funding requirements for these in the school census, the **Work Placements** panel is now available when defining a new course.

  Work placements can be recorded for the following courses and QANs:
  - 16 to 19 Study Programme Work Experience: QAN - ZWRKX001
  - Industry Placement, Capacity and Delivery Fund (CDF): QAN - ZWRKX002
  - T Level Industry Placement: QAN - ZWRKX003.

  Once you have selected **Level** from the **Classification Codes** drop-down list on the **Classification Codeset** dialog, it is recommended that you select either the **Year 12 Non Qualification Course** or **Year 13 Non Qualification Course** for the classes and courses associated with recording the details of work placements/experience.

- For schools in England, to enable the recording of information relating to each programme type selected, additional columns have been provided on the **Maintain Post-16 Programmes of Study** page.
  - Programme Type
  - Start Date
  - End Date
  - Planned End (date)
  - Status
  - Reason (for withdrawal)
  - Traineeship.

  These columns are available for the 2020/2021 academic year onwards.

  The new Post-16 Programmes of Study - Programmes detail report is available via **Routines | Statutory Returns | School Census**.

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- For schools in England, it is now possible to record a student's transfer from one Programme of Study to another part way through the academic year using the **Transfer Programme** button. A student can be enrolled on only one active Programme of Study at a time. This feature is available for the 2020/2021 academic year onwards.
- For schools in Wales, the list of QWADs provided by the Welsh Government has been updated for Summer 2020. QWADs are reported on in the Post 16 PLASC 2020 Return and have replaced the Learning Activity Reference.

CTF

- For schools in England, Wales and Northern Ireland, before 1 August 2020, this release supports CTF version 18.0 or 19.0 for the import of CTF. From 1 August 2020 onwards, CTF version 19.0 or 20.0 can be used for the import of CTF.
- For schools in England, Wales and Northern Ireland, before 1 August 2020, this release supports CTF version 19.0 for the export of CTF. From 1 August 2020 onwards, CTF version 20.0 will be used for the export of CTF.
- For schools in England, Wales and Northern Ireland, when exporting a CTF following a change in URN and DfE number, the message in the Activity Log has been updated for clarity.
- For schools in England, leavers from the previous academic year are now included in a CML export file.
- For Independent schools in England, pupils without a UPN are now included in CML and CMJ export files.

DENI

- Includes the functionality to produce the DENI 2020 Return.
- New SEN, Medical Conditions and other validations are applied in the Leavers return.
- Validation numbers 1084 and 1085 have been amended to include Level 3 equivalences.

- Validation numbers 1086 and 1145 have been removed from the Leavers return.
- The Main Census Summary reports now display by year group rather than age.

Examinations Organiser

Changes for schools in all regions

- The Candidate Statement of Results report is now accessible from Exams in SIMS. This version of the report displays a more comprehensive grade description.
- The Certification Broadsheet report is now accessible from Exams in SIMS. This version of the report displays a more comprehensive grade description.

Changes for schools in England

- The remaining five Language qualifications are now graded at 9-1 instead of A*-G.
    - Biblical Hebrew – 60331835 - F1Z (F1H is for Modern Hebrew Language)
    - Gujarati – 60326232 - FKI
    - Persian – 60326700 - F1P (F1P is for Persian Language)
    - Portuguese - 6032482X - FKP
    - Turkish - 60326918 - FKT.

    Legacy GSCE A*-G results in these subjects will no longer count in the Performance Indicators from 2020.

Changes for schools in Wales

- The Performance Measures file has been updated in line with the Welsh Government's requirements for 2020. This file is available from the **SIMS 7 Exams Information** page on the Capita Software Support Portal.

Changes for schools in Northern Ireland

- The following measures have been added to the KS4 Summary report:
    - Number of students entered for 5+ GCSEs or equivalent
    - Number of students entered for 7+ GCSEs or equivalent.

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EDI and non-EDI results are included for all pass grades as well as U, Fail, X and Q. These measures are also reflected in the .XML output.

The following corresponding aspects have been created:

- PI Five Plus GCSE Equiv
- PI Seven Plus GCSE Equiv.

The row formerly included for **Entered for 5+ GCSEs** has been removed.

- The following discount codes are now used only in the Detailed report:
  - Maths – 2210 Maths (General).
  - English – 5030 English Language and 5010 English Language & Literature.

  These discount codes are included only in the following columns:
  - Incl E&M A*-C
  - English A*-C
  - Maths A*-C.

- Only the following discount codes are now used in the Summary report to determine the inclusion of English and/or Maths.

  Maths
  - 2210 - Maths (General) is counted for all rows in the Summary report.
  - In the **Entered for GCSE English & GCSE Mathematics** and **Achieving A*-C GCSE in Mathematics** rows, the discount codes of 2210 - Maths (General) <u>and</u> 2230 - Advanced Subsidiary GCE in Pure Mathematics are counted.

  English
  - 5030 English Language
  - 5010 English Language & Literature.

- The `NIEFQAN.xml` file has been updated in line with the requirements for 2020.

Lesson Monitor

To ensure that attendance records are accurately maintained, particularly during the Covid-19 period, Y codes can now be recorded via Edit Marks. Previously, the Y code could be recorded only via Exceptional Circumstances.

A comment can now be recorded against a Y code in Edit Marks and Exceptional Circumstances.

Post 16 PLASC 2020 Return (Wales)

- Includes the functionality to produce the Post 16 PLASC 2020 Return.
- The QWAD Discount Code data item is collected for the first time. It is also displayed on the detail report.

Reporting

- The following behaviour columns can now be added to a Student List Report via **Standard | Conduct**.
  - Achievement Points
  - Behaviour Points
  - Net Points
  - No. of Detentions Recorded
  - No. of Report Cards
  - No. of Initiatives.

  In line with current GDPR legislation, when creating a Student List report, gender and date of birth information is no longer displayed by default in the report output. These fields can be applied manually, if required.

- For Maintained schools in England, up to three reasons for an exclusion may be reported in the School Census Spring 2021 Return. In anticipation, the **Reason 2** and **Reason 3** fields have been added to the **Exclusion** sub-report. These fields have also been added to the Person Data Output. The existing **Reason** has been renamed **Reason 1**.

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School Census Autumn 2020 Return (England) 📕

- Includes the functionality to produce the School Census Autumn 2020 Return.
- For Primary, Secondary and All-Through schools, and Pupil Referral Units, up to three reasons for an exclusion may be reported in the School Census Spring 2021 Return. To cater for this, additional drop-down fields have been provided for **Exclusion Reason 2** and **Exclusion Reason 3** when recording an exclusion. The existing **Exclusion Reason** has been renamed **Exclusion Reason 1**.

  The following reasons for exclusion have also been added:

  - Use or threat of use of an offensive weapon or prohibited item
  - Abuse against sexual orientation and gender identity
  - Abuse relating to disability
  - Inappropriate use of social media or online technology.

- For Secondary and All-Through schools, and Pupil Referral Units, the calculation for English Prior Attainment has changed to include English Language GCSE results only (not English Literature) and the column name has been changed to **English Lang Prior Attainment**.

  The **English Highest Grade** column heading has changed to **English Lang/Lit Highest Grade** because this grade includes both English Language and Literature GCSE results.

  The new ***English Lang Highest Grade** column displays English Language GCSE results only. This item is not collected in the school census but is included for completeness.

  The display order of the following columns has been changed:

  - *English Lang Highest Grade
  - English Lang Prior Attainment
  - English Lang/Lit Highest Grade
  - English Funding Exemption.

- For Secondary and All-Through schools, and Pupil Referral Units, additional data items are now collected for the new programme types of **T Level**, **T Level Transition** and **Study Programme**.

  If the **Programme Type** is set to **T Level**, the **T Level Planned hours** figure is calculated from the **Qual Hours** and **Non-Qual Hrs** columns. The **T Level Planned hours** figure for T Level programmes is reported at student level.

  The following additional data items are now collected in the Autumn Census for Post-16 programmes.

  - Programme Type
  - Programme Start Date
  - Programme End Date
  - Programme Planned End Date
  - Programme Status
  - Programme Reason for Withdrawal
  - Programme Traineeship.

  The new Post-16 Programmes of Study - Programmes report is also available from the **Detail Report** button on the **Census Return Details** page.

School Workforce Annual Census 2020 Return (Wales) 📕

- Includes the functionality for Maintained schools in Wales (including Special schools and Pupil Referral Units) to produce the School Workforce Annual Census 2020 Return.
- Three additional data items from Personnel are now collected in the SWAC Return.
  - **FTE**

    The Full Time Equivalent can be amended for staff as follows:
    - FTE = 1 for a person working full time (37 hours)
    - FTE = 0.5 for a person working half the hours of a full-time post (18.5 hours).

- **Status**

  A new drop-down list enables you to identify the reason why an employee is not working at the school on Census day, if required.

- **3rd Party Staff**

  A new check box enables you to identify members of staff who are not employed by the school.

- The following additional panels have been provided in readiness for the 2021 SWAC Return:
  - Recruitment
  - Retention
  - Supply Staff.

  Data will not be collected for these areas in 2020.

- The following detail reports have been provided in readiness for the 2021 SWAC Return via the **Detail Report** drop-down list:
  - Staff Recruitment & Retention Details
  - Supply Staff Details.

  Data is not collected for Recruitment, Retention and Supply Staff until 2021 so the output of these reports is not relevant for 2020.

- The following additional SWAC roles have been provided:
  - MS - Midday Supervisor
  - AD - Advisory Staff
  - TD - Teachers of the Deaf
  - TV - Teachers of the Visually Impaired
  - SP - SEN Co-ordinator (primary role).

  The descriptions for the following existing SWAC roles have been amended:
  - IT - ICT Staff
  - AO - Administration Staff
  - QT - Qualified Teacher

- TA - Teacher Assistant/Aide employed in the classroom
- SC - SEN Co-ordinator (additional role).

School Workforce Census 2020 Return (England) 📕

- Includes the functionality to produce the School Workforce Census 2020 Return.

- A separate category is now used to determine which data items are reported for Leadership Non-Teacher staff (**SWC Post** of **Leadership - Non Teacher**). Staff with an **SWC Post** of **Leadership – Non Teacher** are no longer included in the **Other Support Staff** category. The staff category **Leadership Non-Teachers** has been included in the report criteria header of a number of the SWC reports.

- The **Additional Payment** category and the **Additional Payment Amount** are no longer collected for Other Support Staff (**SWC Post** of **OSP**). QTS, QTLS, EYTS are now collected for Other Contracted Support Staff who have an **SWC Post** of **AVT** (Advisory Teachers).

SIMS Core 📕

- Pupil/students who were re-admitted and given a status of on roll, having held a status of **Guest pupil** when they originally became a leaver, are now correctly included in statutory return collection data. Admission and leaver records will be added to the renamed **Enrolment Status History** dialog (previously **Enrolment Status Changes**), providing a complete view of a pupil/student's enrolment status (history and changes). This dialog is accessed by clicking the **Browser** button adjacent to the **Enrolment Status** field in the **Registration** panel of the pupil/student record.

- Attendance data is now retained for pupil/students who were previously on roll at a school and whose enrolment status has been changed to **Guest pupil**. The warning message displayed when the enrolment status is changed from registered to **Guest pupil** has been updated.

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- For Primary, Secondary and All-Through schools, and Pupil Referral Units in England, up to three reasons for an exclusion may be reported in the School Census Spring 2021 return. To cater for this, additional drop-down fields have been provided for **Exclusion Reason 2** and **Exclusion Reason 3** when recording an exclusion. The existing **Exclusion Reason** has been renamed **Exclusion Reason 1**. The following reasons for exclusion have also been added:
  - Use or threat of use of an offensive weapon or prohibited item
  - Abuse against sexual orientation and gender identity
  - Abuse relating to disability
  - Inappropriate use of social media or online technology.
- For schools in Wales, the **Effective Date** field in the **Dietary** panel of the pupil/student record provides the date from which unprocessed school meals are charged at zero. This field works in conjunction with the **FSM Transitional Protection** check box. Selecting this check box ensures that unprocessed meals are represented with a zero charge.

  To prevent any further impact on Dinner Money, the check box cannot be deselected if it has been selected previously. Additionally, the **Effective Date** defaults to today's date and cannot be edited.
- For schools in Northern Ireland, to enable the mapping of geo data and to draw graphics, the X and Y address co-ordinates are now included in the Web Address Validation XML file if the pupil/student's UPRN is recorded.
- For schools in Northern Ireland, it is now possible to bulk update the start and end dates for pupil/student eligibility for free school meals. This process assists in meeting the DENI requirement to end eligibility at the start or end of an academic year.

The **Effective Date** must first be specified in the **Student Population** section of the **Bulk Update** panel before selecting **Eligible for Free Meals** from the **Data Item** drop-down list. Two new check boxes are then displayed:

- If you select the **End Existing FSM Records** check box and click the **Search** button, the pupil/students who have an active FSM eligibility record on the effective date are displayed in the **Members** table. To end their FSM eligibility as of the effective date, deselect the required pupil/student(s) in the **Free School Meals** column and click the **Save** button.
- If you select the **Start New FSM Records** check box and click the **Search** button, the pupil/students who do not currently have an FSM eligibility record on the effective date are displayed in the **Members** table. To start their FSM eligibility as of the effective date, select the required pupil/students in the **Free School Meals** column and click the **Save** button. An open-ended FSM eligibility record is created for the selected pupil/students.
- For schools in Northern Ireland, the **Reason for Dual Registration** field is now available in the **Change Enrolment Status** panel of the **Pupil** (or **Student**) **Details** page. This field continues to be displayed in the **Registration Panel** of this page. When the enrolment status of a pupil/student is changed, the **Reason for Dual Registration** field is updated.
- For schools in Northern Ireland, the **Educated off site but not in a school** check box is no longer visible in the **Registration** panel of the **Pupil** (or **Student**) **Details** page by default.
- For schools in Northern Ireland, if required, it is now possible to re-activate the **Educated off site but not in a school** check box via **Tools | Setups | School Options**.
- For schools in Northern Ireland, to support the DENI Leavers Return 2020, the following values in the **Reason for Leaving (This School)** lookup have been made inactive:
  - FE-GB:Tcher Trng
  - FE-non UK:Tchr Trg
  - FE-unk:Tchr Trng.

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For clarity, the descriptions of other lookup values have been amended.

- For schools in Northern Ireland, the School Merge Utility now compares the lookups and lookup values of the source and destination databases. It then inserts into the destination database any lookups and lookup values that are missing. Lookups for the following data areas only are migrated to the merged database:

  - Agents including Agencies
  - Applicants
  - Attendance Summary
  - Document
  - Contacts
  - School
  - SEN
  - Staff
  - Students
  - User Owned.

Where to find more information

It is strongly recommended that you read the *SIMS Release Download Links and Product Information* on the Capita Software Support Portal. The Notification provides additional, up-to-date information about the release.

Release notes from previous releases are also available on Capita Software Support Portal.

The SIMS Documentation Centre provides access to all the documentation, e.g. handbooks quick reference sheets, reporting catalogue, yearbooks, etc. It can be accessed by clicking the Documentation button on the SIMS Home Page.

Use the search facility to find additional supporting documentation. Online help can be accessed by pressing F1 or by clicking the applicable Help button in SIMS.

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