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Education & Skills
Funding Agency

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1. Action: 2017 autumn school census

The [2017 autumn school census](#) opened today, with the deadline for submissions being Wednesday 1 November. All local authorities and academies should have received a 'final readiness bulletin' earlier this week. Please complete a [service request form](#) if you did not receive the bulletin.

The school census guide for the 2017 to 2018 academic year has been updated in advance of the 2017 autumn school census and is now available on the [school census website](#), we have also published [COLLECT user guides](#) to assist colleagues.

As always, if you have any queries about any of the points covered in this note, COLLECT or school census in general, please use the [data collections service request form](#).

2. Information: high needs place change notification

arrangements for 2018 to 2019

The process to notify the ESFA of changes to high needs place numbers for 2018 to 2019 in ESFA funded institutions will launch on Tuesday, 10 October. The [technical note for high needs place change notifications](#) describes how this process works. We've also published a [data workbook with place and pupil numbers](#) to inform the place change process.

Institutions should engage with their home local authority directly if they wish to discuss changes to their high needs place numbers, even where a change in place numbers relates to commissions from another local authority.

Your local authority is required to submit the completed place change notification workbook by 17 November 2017. The workbook can be accessed via [ESFA's data collection portal](#).

3. Information: 2016 to 2017 R13 reconciliation statements for independent learning providers (ILPs)

We uploaded 2016 to 2017 individualised learner record (ILR) R13 reconciliation statements for independent learning providers (ILPs, previously known as commercial and charitable providers (CCPs) to the [ESFA Information Exchange](#) on Friday 29 September 2017.

The statement is available in the 'Revenue Funding' folder, under 'AY 2016-17'. You can access the Document Exchange by logging into ESFA Information Exchange, and choosing the Document Exchange tab at the top of the page. For support and guidance about ESFA Information Exchange, please visit our [support page](#).

If you have any questions about the reconciliation process, please submit your query using the [online enquiry form](#).

4. Information: final claim and R14 data returns for 16 to 19 study programmes

We have published advice about [how to return 16 to 19 study programme final claims to the ESFA](#). This includes advice on:

- using the validation reports on the Hub
- running PDSATs to check your ILR data before making final data submissions
- making sure your signed final claim return through ESFA Information Exchange is only run from your final R14 submission made through the Hub

5. Information: national funding formula reports on COLLECT

We've published the local authority reports which show the step by step calculations for the schools national funding formula. These are available via the [COLLECT](#) system. We'll publish the reports for schools shortly.

Please also see the [schools block technical note](#) for a detailed explanation of each step of the national funding formula calculation.

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