Incorporating the ITT record into the 2024/25 Student record

Overview

The Initial Teacher Training (ITT) record will be moving to join the main Student record from 2024/25. The requirements for data collection of students on teacher training courses (leading to Qualified Teacher Status (QTS)) won't be changing – though in some cases reduced – but will require expanding the Student record to accommodate data items that are currently collected in the ITT record. There are a few things we need to consider as part of the amalgamation and we would like to seek providers' views on the best way to implement them.

The ITT record has collected data which *"includes DfE-funded flexible provision, but excludes students on Inset courses as these are not counted as ITT, and students studying for a Masters in Teaching and Learning who already hold QTS"* which is used by the Department for Education's (DfE) register trainee teachers (Register) service.

Teacher training students are already within coverage for the Student record which collects data on *"all students registered at the reporting provider who are attending a course that leads to the award of a higher education qualification or higher education-level credit"*. The DfE already receive a delivery of data from the Student record but as this delivery comes after the academic year end, it has been too late to use for census and funding purposes and in the allocation of Teacher Reference Numbers (TRNs). Getting an earlier cut of data allows for trainees to receive their QTS awards in time, so they can be eligible for jobs in state schools as soon as they have been awarded.

2024/25 will be the first in-year data collection which will allow these functions to be done via the main Student record, and this is the primary reason for combining the ITT and Student records together. Ending the separate collection of these two datasets has the additional benefit of reducing burden for those submitting, collecting and using the data across providers, HESA and the DfE.

The proposals below set out the combined data model, changes to the TRN allocation process, signing off process and use of ITT data and how that could be managed once the records are combined. The data model proposals are almost complete and we would just like to check with providers that nothing obvious has been missed. Most of the HDP or process changes are still in the early stages of a proposal and therefore we are only seeking high level views at present. We will be working through the requirements over the next year and will seek further views from providers when we have more information.

Responses

The 'save and return' feature allows you to come back to your incomplete survey response at a later date without losing the information you've already entered as part of your response.

You must have cookies enabled in your web browser to use this feature, and the feature is not available for responses that have already been completed and submitted.

To use the 'save and return' button, you need to have completed any 'required' answer fields on that page. You will then be asked to provide an email address.

Please be aware, any email address entered in the field on the 'save and return' page will not be stored as response data, it is just used to send the email. This is so responses remain anonymous.

Once the required questions have been completed, a 'Finish' button will appear at the bottom of the consultation. Pressing this will complete the consultation and send your responses for analysis. Please do not click through to finish until you are satisfied with all of your answers.

On completion, a copy of your responses will be generated as a PDF and sent to the email address you entered at the beginning of the consultation.

Data processing notice for consultations

Responses to this survey will be used to support the review of the Initial Teacher Training (ITT) record and Student record, and will be used in analysis, documentation, and communications in connection with that activity.

We may share your survey responses with statutory customers, sector bodies or other organisations involved within the consultation. We will share your response together with your provider name however we will not disclose your name or email address to organisations we share responses with.

Privacy Information *<https://www.hesa.ac.uk/about/website/privacy#016>*

Why your views matter

We welcome responses to this consultation from any operational contacts who submit data to the current Initial Teacher Training record.

We will summarise and publish representative, anonymised comments from the responses to this consultation on the HESA website. This will include an explanation of how and why we and Statutory Customers have reached our decisions, and set out next steps on how we expect to implement any resulting data collection changes.

Introduction

1 What is your name?

Name

2 What is your email address?

Email

3 What is your organisation?

Organisation *(Required)*

Data model proposals

The following fields from the ITT collection will be added to the Student record data model, for teacher training students:

Apply application number (Engagement.APPLYAPPLICATIONID)

Bursary level award (FundingAndMonitoring.BURSLEV)

Trainee start date (Engagement.TRAINEESTARTDATE)

National Insurance Number (Student.NIN)

Email address (Student.NQTEMAIL)

Postgraduate teaching apprenticeship start date (Engagement.PGAPPSTDT)

Immediately prior surname (Student.PREVSURNAME)

Lead Partner (Engagement.LEADPARTNER)

Postgraduate entry qualification award (PGEntryQualificationAward) entity

- Degree identifier (DEGREEID)
- Degree class (DEGREECLASS)
- Degree country (DEGREECOUNTRY)
- Degree end date (DEGREEENDDATE)
- Degree establishment (DEGREEEST)
- Degree type (DEGREETYPE)

Postgraduate entry qualification subject (PGEntryQualificationSubject) entity

- Degree subject (DEGREESUBJECT)

The following fields are no longer required by the DfE from 2024/25 and will therefore not be added to the Student record data model:

Allocated place (ALLPLACE)

Teacher Reference Number (TRN) – please note there is a question covering the TRN allocation process later in this consultation

ITT start date (ITTSTARTDATE) – as this will be covered by the SessionYear start date in Student 2024/25

ITT qualification aim (ITTAIM) – as this will be covered by values in Qualification.QUALCAT in Student 2024/25

Qualification Aim (QLAIM) – as this will be covered by value in Qualification.QUALCAT in Student 2024/25

Lead School (SDLEAD) – as this will be replaced by the LEADPARTNER field

This means the data model for Student will now look like the below diagram (PDF).
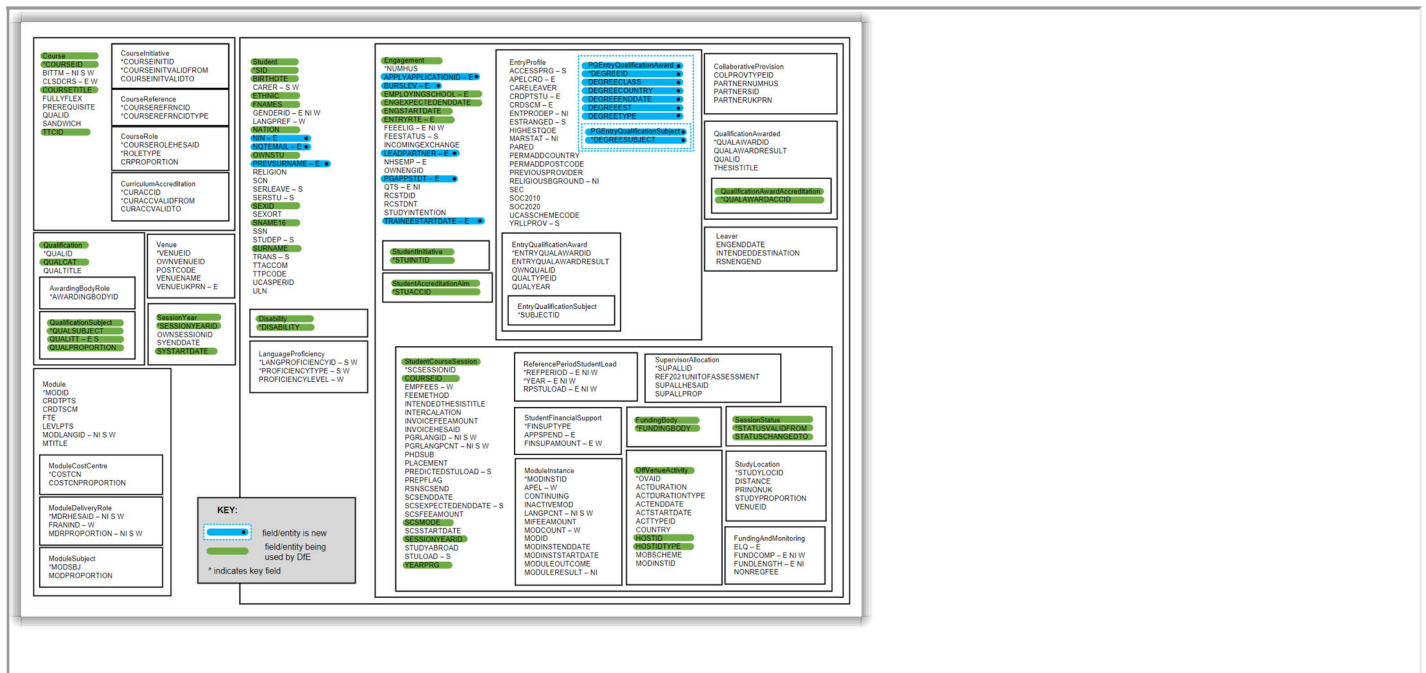
Collecting data on Lead Partners

From the 2024 to 2025 academic year, accredited providers can work with Lead Partners instead of Lead Schools to deliver ITT – this means the LEADSCHOOL field will be removed and and a new field added called LEADPARTNER. Some of these Lead Partners organisations may not be schools, so may not have URNs to return in this field.

There is a preference to use UKPRNs (to match other similar fields), but we wanted to take this opportunity in the consultation to ask providers what would be the best identifier for them to use to identify who these Lead Partners are.

4 To what extent do you agree with the proposals of where fields from the ITT record will be added to the Student record?

(Required)

Please select only one item

○ Strongly agree

○ Agree

○ Neither agree or disagree

○ Disagree

○ Strongly disagree

5 To what extent do you agree with the proposals for those fields that will no longer be collected?

(Required)

Please select only one item

○ Strongly agree

○ Agree

○ Neither agree or disagree

○ Disagree

○ Strongly disagree

6 Please provide any contextual information to support your above answers, or any alternative approaches you think should be considered, about collecting data on teacher training students

7 What would be your preferred method of collecting data on Lead Partners?

(Required)

Please select only one item

○ UKPRN

○ URN, or in its absence UKPRN

○ Publish teacher training courses and Apply for teacher training courses provider code or in its absence, UKPRN

○ Some other identifier

8 Please provide any contextual information to support your above answers, or any alternative approaches you think should be considered, about collecting data on Lead Partners

TRN allocation process

Currently, we have the following process for allocating TRNs:

Provider submits data about the students to HESA.
HESA sends the data to the DfE.
DfE allocate TRNs and send the TRN file back to HESA.
Provider then adds the TRNs into the ITT record and resends to HESA.
DfE have recognised that TRNs are no longer need to be included in the HESA records. Therefore, there are two options for getting the allocated TRNs to providers in future:

Option one: Download the TRNs from the HESA system (which will have been allocated and sent by the DfE). These TRNs will no longer need to be included in the ITT or Student records.
Option two: Download the TRNs directly from the DfE Register.
DfE and HESA are proposing option two but would like to seek providers' views before making a final decision.

9 Which method would you prefer to download TRNs for your trainees?

(Required)
Please select only one item

◯ Download TRNs from the HESA system
◯ Download TRNs directly from the DfE system
◯ No preference

10 Please provide any contextual information to support your above answer on downloading TRNs

ITT deadlines

The ITT collection is currently run in accordance with the following timescales:

Continually sending data from 1 September.

Mid October: first data submission required.

End of October: every new ITT student (trainees that started between 1 August and second Wednesday of October).

Sign off the above by the end of October.

Continue to send data for trainees who started after the second Wednesday of October and also updates for existing trainees.

Mid to end of January: any new ITT students (trainees that started between second Wednesday of October and end of January) and also updates for existing trainees.

Mid to end of April: any updates for existing trainees.

Mid to end of July: any updates for existing trainees.

This is what the delivery deadlines would look like in Student from 2024/25:

Continually sending data from 1 August.

End of October: every new trainee attempting to get QTS (trainees that started between 1 August and second Wednesday of October) and also updates for existing trainees.

Sign off the above by the end of October.

Continue to send data for trainees who started after the second Wednesday of October and also updates for existing trainees – this is so funding will be correct for any new or existing trainees, they can be allocated a TRN and then when they are ready to be awarded they can be done so efficiently in the Register service.

Reference period one delivery will be made to all statutory customers around December/January.

Reference period two delivery will be made to all statutory customers around October/November.

Looking at these two options side by side, the table below shows where the changes would be.

ITT currently	Student 2024/25	Differences
Continually sending data from 1 September	Continually sending data from 1 August	The HDP should be open earlier than the current data collection system would be for ITT
Mid October: first data submission required		No such thing as a commit date in the HDP
End of October: every new ITT student (trainees that started between 1 August and second Wednesday of October)	End of October: every new trainee attempting to get QTS (trainees that started between 1 August and second Wednesday of October) and also updates for existing trainees	Deadline for first cut of data would remain the same
Sign off the above by the end of October	Sign off the above by end of October	Sign off deadline for the first cut of data would remain the same – this data is used in the Census publication by DfE
Continue to send data for trainees who started after the second Wednesday of October and also updates for existing trainees	Continue to send data for trainees who started after the second Wednesday of October and also updates for existing trainees.	Still important so that funding is correct, trainees can be allocated a TRN and then when they're ready to be awarded they can be done so efficiently in the Register service.
	Reference period one delivery will be made to all statutory customers around December/January	No delivery is made from the ITT record, but would from the Student record
Mid to end of January: any new ITT students (trainees that started between second Wednesday of October and end of January) and also updates for existing trainees.		This would now be a continuous data feed to DfE, so no specific deadlines needed
Mid to end of April: any updates for existing trainees		This would now be a continuous data feed to DfE, so no specific deadlines needed
Mid to end of July: any updates for existing trainees	Reference period two delivery will be made to all statutory customers around October/November	No delivery is made from the ITT record, but would from the Student record

11 To what extent do you agree with the proposed timelines?

(Required)

Please select only one item

◯ Strongly agree

◯ Agree

◯ Neither agree or disagree

◯ Disagree

◯ Strongly disagree

12 Please provide any contextual information to support your above answers, or any alternative approaches you think should be considered, about the proposed timelines

Please provide more information

```
┌─────────────────────────────────────────────────────────────────┐
│                                                                   │
│                                                                   │
│                                                                   │
│                                                                   │
│                                                                   │
└─────────────────────────────────────────────────────────────────┘
```

13 Is the below scenario a potential concern at your provider? Is there anything HESA can do to help providers with this transition?

A scenario could occur where a provider is late finishing their previous return and therefore delayed in starting the current year return. This could mean a delay in meeting the ITT deadline (and could particularly be a problem for 2024/25 which is the first in-year return). We would like to understand if many providers foresee this being a problem.

```
┌─────────────────────────────────────────────────────────────────┐
│                                                                   │
│                                                                   │
│                                                                   │
│                                                                   │
│                                                                   │
└─────────────────────────────────────────────────────────────────┘
```

Which students are in coverage?

Currently students are returned in the ITT record when they are studying to gain QTS in that academic year. If a student withdraws to a non-ITT course, they should be withdrawn in Register at DfE and can be excluded from any future returns in ITT.

In the Student record we collect data on *"all students registered at the reporting provider who are attending a course that leads to the award of a higher education qualification or higher education-level credit"* which means that all students will always be submitted. However, the data transfer to DfE is currently planned to send any active students studying to gain QTS – this means that all awards of QTS or withdrawals from QTS should be reported directly to Register. We are still working through the details of this and would like to hear any thoughts from providers.

14 Do you have any comments on the proposed coverage of the student data that will be delivered to the DfE by HESA via the Student record?

15 Providers would be expected to notify Register about students outside of the coverage of the data transferred between HESA and DfE. Please comment below if you have any concerns about this approach

Signing off the ITT data

In the submission process we need a way for providers to indicate that their data is ready for official use. Currently this is done via the DfE's Register and not with HESA at all.

This has worked whilst the ITT data has been in a separate collection, however there may be some data protection concerns when this data is combined with the Student record. We believe that there will need to be a way for providers to indicate they are happy for the data to be shared with the DfE (these requirements are still being considered and are therefore subject to change). The details are still being considered, but we would like to understand if providers are happy in principle to confirm each time data needs to be sent to the DfE.

As part of this same process, providers will need the ability to "remove" a student from the DfE's Register. Currently a provider can do this by contacting the DfE directly. This could still be an option going forwards, but we are considering if there is an alternative option via the HDP.

Examples where this could be used:

Trainees accidentally sent to DfE who were never on courses studying for QTS (perhaps the student never turned up, or the student transferred quickly to a non-ITT course), or
Cases where the same trainee is sent twice.

16 Would you be happy in principle to confirm you are happy for data to be shared with the DfE, each time you submit data to the HDP?

Please provide more information

17 Do you have a preference on the potential approaches to 'remove' students?

(Required)

Please select only one item

○ Option one: continue to notify DfE directly

○ Option two: HESA to explore potential options via the HDP

○ No preference

18 Please provide any contextual information to support your above answers, or any alternative approaches you think should be considered, about a process to 'remove' students?

New validation request

The DfE have put in requests for two new validation rules. These were being considered for Register, but could be brought into the HDP as well.

We wouldn't normally consult providers on validation requests; however, we thought it could be helpful to get the provider's perspective on these two cases. Are there any genuine cases where this would happen, or are these all likely to be mistakes? If these can be built into the rule, we will do so.

Request 1

Validation to pick up duplicate trainee records – where there are different HUSIDs/SIDs being returned for the same trainee, but the rest of the record remains the same.

Request 2

Validation to pick up any duplication of the previous degree entity (sometimes this gets duplicated in the return), which is now proposed to be called the PGEntryQualificationAward entity.

19 Do you have any feedback on the two new validation requests?

Please provide more information *(Required)*

Future participation and closing feedback

20 Any other comments on the ITT record combining with the Student record in 2024/25?

Please provide more information

21 Would you like to be involved in further development work?

(Required)

Please select only one item

◯ Yes

◯ No

22 Any other comments on this consultation?

Future participation: email addresses

23 You have selected 'yes' to participating in future development. Please provide any email addresses below: we will contact you with more information when it is available