

Pupil Premium for Financial Year 2016/17 Importing and Maintaining



1. We expect the DfE to make two versions of the CSV file available to schools





- 2. We expect the first version to be made available by the DfE in July and the second in November
 - a. The first download makes use of a list of looked after pupils based on a LA collection that took place some while ago, while the second download uses an up to date list of looked after pupils.





- 2. We expect the first version to be made available by the DfE in July and the second in November
 - a. The first download makes use of a list of looked after pupils based on a LA collection that took place some while ago, while the second download uses an up to date list of looked after pupils.
 - b. The first download makes use of a list of looked after pupils based on a LA collection that took place some while ago, while the second download uses an up to date list of looked after pupils.





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 - b. The first download makes use of a list of looked after pupils based on a LA collection that took place some while ago, while the second download uses an up to date list of looked after pupils.
 - c. However, from a financial point of view the second download is likely to be of interest as it reflects the total amount of Pupil Premium funding provided to the school.





Downloading the DfE CSV File

3. It is important to download the DfE CSV file to a secure folder, as it includes UPN and other information that is usually regarded as sensitive, e.g. adopted from care.





Downloading the DfE CSV File

4. The DfE does not include Early Years Pupil Premium in its CSV file.





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File Edit Format View Help UPN, Surname, Forename, Gender, DOB, NCYear, Deprivation Pupil Premium, Service Child Premium, Adopted Premium, PupilPremiumFTE, PupilPremiumCashamount, PupilPremiumFYStartDate, PupilPremiumFYEndDate (823432113105, "Abbey", "Sean", M, 2002-09-19, 8, 1, 1, 0, 0, 1, 0, 2016-04-01, 2017-03-31 (823432111003, "Abbey", "Sean", M, 2001-07-20, 11, 1, 0, 1, 1, 0, 2016-04-01, 2017-03-31 1820200105001, "Ackton", "stanley", M, 2001-07-21, 11, 1, 1, 1, 1, 0, 5, 0, 2016-04-01, 2017-03-31 1820200107001, "Ackton", "stanley", M, 2001-02-05, 7, 1, 1, 1, 0, 1, 0, 2016-04-01, 2017-03-31 1820200107004, "Ackton", "stanley", M, 2001-03-03, 10, 1, 1, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1823432113002, "Affelay", "Brian", M, 2001-09-10, 9, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1823432113002, "Affelay", "Brian", M, 2001-09-09, 9, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105002, "Adghcleay", "Finan", K, 2002-07-20, 9, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105076, "Agathcleay", "Brian", M, 2001-09-09, 9, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105076, "Agathcleay", "Finan", K, 2002-09-09, 0, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105076, "Agathcleay", "Finan", K, 2002-09-27, 9, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105076, "Agathcleay", "Finan", F, 2000-12-27, 10, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820342113004, "Alfridge", "Trista", F, 2002-02-27, 9, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 18203420105007, "Allim", "Farah", F, 2000-12-27, 10, 1, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105007, "Allim", "Farah", F, 2000-12-27, 10, 1, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105007, "Allim", "Farah", F, 2000-12-27, 10, 1, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105007, "Allim", "Farah", F, 2000-12-27, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105007, "Anita", "Paolo", M, 2002-07-20, 9, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 1820200105007, "Anita", "Farah", F, 2000-12-27, 1, 0, 0, 0, 1, 0, 2016-04-01, 2017-03-31 182020010507, "An UPN,Surname,Forename,Gender,DOB,NCYear,Deprivation Pupil Premium,Service Child Premium,Adopted from Care Premium,Looked After D820200105071, "Bandaras", "Jose", M,2001-04-23,10,1,0,0,0,1,0,2016-04-01,2017-03-31 R820200105072, "Barbousci", "Harold", M,2004-05-24,7,1,0,0,0,1,0,2016-04-01,2017-03-31 P820200107015, "Barnett", "Gary", M,2004-02-14,7,1,0,0,0,1,0,2016-04-01,2017-03-31 P820200107015, "Barnett", "Gary", M,2004-02-14,7,1,0,0,0,1,0,2016-04-01,2017-03-31 R820200107015, "Barnett", "Jamie", M,2004-02-14,7,1,0,0,0,1,0,2016-04-01,2017-03-31 R820200105005, "Barr", "Vend", M,2004-02-14,7,1,0,0,0,1,0,2016-04-01,2017-03-31 R82342113008, "Barnett", "Jamie", M,2004-02-14,7,1,0,0,0,1,0,2016-04-01,2017-03-31 R82342113008, "Barr", "Vend", M,2002-04-17,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R82342113009, "Barri", "Yend", F,2002-04-17,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R823432113009, "Barri", "Jina", F,1999-10-20,11,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211300, "Barriet", "Firma", F,2002-01-03,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Blandon", "Helga", F,2002-01-03,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Blandon", "Helga", F,2002-01-03,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Borris", "Marria", F,2002-01-03,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Brist", "Lama", M,2001-01-16,10,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Brist", "Lama", M,2001-01-16,10,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Brist", "Lama", M,2001-01-16,10,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Brist", "Lama", M,2000-01-04,11,0,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Brist", "Lama", M,2000-01-20,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Brist", "Lama", F,2002-01-13,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Brist", "Lama", M,2000-10-4,11,0,0,0,0,1,0,2016-04-01,2017-03-31 R82343211301, "Calliway", "Leema", F,2002-02-13,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R8234211301, "Calliway", "Leema", F,2002-02-13,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R8234211301, "Calliway", "Leema", F,2002-02-13,9,1,0,0,0,1,0,2016-04-01,2017-03-31 R8234211301, "Calliway", "Leema", F,2002-02-13,9,1 T820200103012, "Dahl", "Sandra", F,1999-10-12,11,1,0,0,0,1,0,2016-04-01,2017-03-31 G820200103013, "Dawson", "Leigh", M,2000-01-05,11,1,0,0,0,1,0,2016-04-01,2017-03-31 W820200104015, "De Souza", "Luciano", M,2000-06-19,11,0,0,0,1,1,0,2016-04-01,2017-03-31

This is what we expect the DfE CSV file to look like when opened in Notepad

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Importing Information from the DfE CSV file

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We can tick to indicate which types of Pupil Premium we want to import from the DfE file. The Deprivation Pupil Premium and Service Child Premium are ticked by default, as these are the most likely types that schools will want to import.

We suggest that Looked After Premium is not worth importing, as it is likely to provide an incomplete and out of date picture, i.e. it is only included where it is stopping the school from receiving other premiums and it is not based on School Census information

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SIMS .net: Green Abbey School

We have modified validation of the file so that we now check the columns in the CSV file and not the name of the file.

The validation will accept a file with **and without** the Adopted from Care column being present. This is important where the school also imports CSV files for pupils who joined their school after the Spring Census. Such imports are helpful, as pupils are still "deprived", even though the new school does not obtain the premium money. In line with data protection regulations for adopted pupils, the DfE does not include Adopted from Care information obtained from the previous schools 0

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		This file contains Premium Records and is dated 05/09/2016, do you	
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Import Pupil Premium

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UPN	Surname	Forename	Gender	DOB	FTE	FY Start Date	FY End Date	Premium Type
C823432113105	Abbey	Sean	м	19/09/2002	1	01/04/2016	31/03/2017	Deprivation Pupil Premi
C823432113105	Abbey	Sean	м	19/09/2002	1	01/04/2016	31/03/2017	Service Child Premium
Q823432111003	Abbot	Benjamin	м	20/07/2000	1	01/04/2016	31/03/2017	Deprivation Pupil Premi
Q823432111003	Abbot	Benjamin	м	20/07/2000	1	01/04/2016	31/03/2017	Adopted from Care Pren
M820200105001	Ackton	Stanley	м	18/12/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi
J820200107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Deprivation Pupil Premi
J820200107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Service Child Premium
J820200107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Adopted from Care Pren
H820200107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Deprivation Pupil Premi
H820200107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Service Child Premium
H820200107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Adopted from Care Pren
Q820200104002	Adedeji	Payal	м	03/03/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi
Q820200104002	Adedeji	Payal	м	03/03/2001	1	01/04/2016	31/03/2017	Service Child Premium
J823432113001	Adrianson	Robert	м	10/09/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi
Y823432113002	Affelay	Brian	м	09/09/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi

Save Clear grid

4 Exception log



Sean Abbey has two different Premium Types so this is display as two rows in the table Import Pupil Premium

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1 Premium Type 2 Premium Type to update Pupil Premium Indicator 3 Pupil Premium 4 Exception log

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		Last Updated On:	05/09/2016						Jmport Import
UPN		Surname	Forename	Gender	DOB	FTE	FY Start Date	FY End Date	Premium Type
C823432	113105	Abbey	Sean	м	19/09/2002	1	01/04/2016	31/03/2017	Deprivation Pupil Pre
C823432	113105	Abbey	Sean	М	19/09/2002	1	01/04/2016	31/03/2017	Service Child Premiu
Q823432	111003	Abbot	Benjamin	М	20/07/2000	1	01/04/2016	31/03/2017	Deprivation Pupil Pre
Q823432	111003	Abbot	Benjamin	м	20/07/2000	1	01/04/2016	31/03/2017	Adopted from Care Pr
M820200	105001	Ackton	Stanley	м	18/12/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Pre
J820200	107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Deprivation Pupil Pre
J820200	107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Service Child Premiu
J820200	107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Adopted from Care Pr
H820200	107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Deprivation Pupil Pre
H820200	107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Service Child Premiu
H820200	107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Adopted from Care Pr
Q820200	104002	Adedeji	Payal	м	03/03/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Pre
Q820200	104002	Adedeji	Payal	м	03/03/2001	1	01/04/2016	31/03/2017	Service Child Premiu
J823432	113001	Adrianson	Robert	м	10/09/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Pre
Y823432	113002	Affelay	Brian	м	09/09/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Pres

Save Clear grid

4 Exception log



At this point the information has just been added to a temporary table and we must click Save to add this to the "real" tables <u>F</u>ocus <u>R</u>eports R<u>o</u>utines <u>T</u>ools <u>W</u>indow <u>H</u>elp

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Import Pupil Premium

1 Premium Type 2 Premium Type to update Pupil Premium Indicator 3 Pupil Premium 4 Exception log

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	Last Updated On:		Import										
UPN	Surname	Forename	Gender	DOB	FTE	FY Start Date	FY End Date	Premium Type					
C823432113105	Abbey	Sean	м	19/09/2002	1	01/04/2016	31/03/2017	Deprivation Pupil Premi					
C823432113105	Abbey	Sean	м	19/09/2002	1	01/04/2016	31/03/2017	Service Child Premium					
Q823432111003	Abbot	Benjamin	м	20/07/2000	1	01/04/2016	31/03/2017	Deprivation Pupil Premi					
Q823432111003	Abbot	Benjamin	м	20/07/2000	1	01/04/2016	31/03/2017	Adopted from Care Prer					
M820200105001	Ackton	Stanley	м	18/12/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi					
J820200107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Deprivation Pupil Premi					
J820200107001	Ackton	William	м	11/06/1998	0.5	01/04/2016	31/03/2017	Service Child Premium					
J820200107001	Ackton	William	М	11/06/1998	0.5	01/04/2016	31/03/2017	Adopted from Care Pren					
H820200107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Deprivation Pupil Premi					
H820200107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Service Child Premium					
H820200107008	Adebayi	Emmanuel	м	15/02/2004	1	01/04/2016	31/03/2017	Adopted from Care Pren					
Q820200104002	Adedeji	Payal	м	03/03/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi					
Q820200104002	Adedeji	Payal	М	03/03/2001	1	01/04/2016	31/03/2017	Service Child Premium					
J823432113001	Adrianson	Robert	М	10/09/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi					
Y823432113002	Affelay	Brian	м	09/09/2001	1	01/04/2016	31/03/2017	Deprivation Pupil Premi					

Save Clear grid

4 Exception log



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1700	Mr.A Blacker 88/ Humanities Room 1 05/09/2016 11:35 Mon:3	
30	Mr.M Konchal 10y Language Room 3 05/09/2016 09:15 Mon:1	
1800	Mr.M Konchal 8y/ Language Room 3 05/09/2016 10:15 Mon:2	
30	Mr.J Brown 13A Art Room 2 05/09/2016 09:15 Mon:1	
1900	Miss.J Edwards 13A Business Studies 1 05/09/2016 09:15 Mon:1	
30		
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26/05/2015 09:57 Assistance Urgently Required	29/03/2016 13:54 SEN Review Due	
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Assault	29/02/2016 15:59 SEN Review Next	Target GCSC crig Lit 74.05 100 19.62 9.49 44.94 22.78 3
🖂 08/03/2013 11:46 Inadequate Work in Class	29/02/2016 15:59 SEN Review Due	Target GCSE Sri
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Former UPN		Attendance Mode		-
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1 Basic Details				1	🖻 Links 🛛 😵
Legal Forename	Sean	Photograph			Linked Documents
Middle Name(s)					Juick letter Data Collection Sheet
Legal Surname	Abbey				Send Message Student Teacher View
Preferred Surname	Abbey			H	History
Preferred Forename	Sean		a a star	F	Reports SEN
Date of birth	19/09/2002		Y CON		xclusions
Age	13 years, 11 months			La contra de la cont	Jehaviour Management Timetable
Gender	Male 👻			C	Classes Attendance
Birth Certificate Seen			History		Assessment
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UICK Note				C	Communication Log
					student Curriculum
2 Registration					
Registration Group	9B 🔻	House	Boyle	•	
Year Group	Year 9 🔹	Year Taught In	Curriculum Year 9	•	
Enrolment Status	Single Registration 🔹	Boarder Status	Not a Boarder	•	
Admission Date	03/09/2014	Admission Number	004505		
Former UPN		Attendance Mode	All day	•	
UPN	C823432113105	Local UPN			
Unique Learner Number	1111176611				
UCI		Exam Number			
Part Time Details	Start Date End Date		New 📄		
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			History		
3 Addresses					
			History		
Current Home Address Detail	s (Not validated)				
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	Milton Keynes MK10 9AG		Modify Address		
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Modes of travel	Boarder - not applicable	Route	-		Student Teacher View
	Bus (type not known)				Reports
	Car Share (with child/children)	LA Provided Transport			SEN
Service Children in Education	•	Source of Service Children in Education	•		Behaviour Management
Uniform Allowance		Eddoston			Timetable Classes
Pupil Premium Indicator for year 2016/2017	☑ Notes				Attendance Assessment
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Maintaining Pupil Premium information



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