**Spring 2025 School Census bulletin number 1**

**(Extract from: Important Information From The Department For Education- Spring School Census 2025 – Readiness Bulletin Number 1)**

The school census is the department’s primary source of administrative data about pupils attending schools in England. The data collected is vital in supporting a number of the department’s strategic objectives and is widely used for the purpose of improving, and promoting, the education or well-being of children in England. For example, the data collected helps us to make sure we are allocating funds where they are needed and that no groups of children are missing out on the education they deserve.

As in previous years, the spring school census will be used to fund the early year’s block of the dedicated schools grant as well as pupil premium (for pupil referral units and alternative provision academies and free schools) and universal infant school meals. Details of the funding arrangements for the 2025-26 financial year are available [here](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fgovernment%2Fpublications%2Fpre-16-schools-funding-local-authority-guidance-for-2025-to-2026&data=05%7C02%7Cschooldata%40essex.gov.uk%7C23c9ec9a43314710d4d108dd1b7dcf69%7Ca8b4324f155c4215a0f17ed8cc9a992f%7C0%7C0%7C638696949342017782%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=bijSUEVDfd%2BmYhl2xXg0oYwh815m1wHtY%2FyZk9z3gAs%3D&reserved=0)

### Data collection timetable and key dates

The census date for the 2025 spring school census is Thursday 16 January with the deadline for approved submissions being Wednesday 12 February. The database will be closed to amendments from schools and local authorities on Wednesday 12 March.

### School census data collection guidance

The school census manual for the 2024 to 2025 academic year is available on the [school census website](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.gov.uk%2Fguidance%2Fschool-census.&data=05%7C02%7Cschooldata%40essex.gov.uk%7C23c9ec9a43314710d4d108dd1b7dcf69%7Ca8b4324f155c4215a0f17ed8cc9a992f%7C0%7C0%7C638696949342048479%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=DFxzaHgIhAUh6L3rTGZgQk%2BzIaRIY9WGSpt9Nat4FGM%3D&reserved=0).

**Advice from Essex County Council**

**Reports**

Schools are advised that the reports query will be in place in each census. Failure to run the reports does not prevent the return from being authorised, although schools are strongly encouraged to do so in order that they may check their data in Collect is correct.

The duplicate UPN error will also be in place in each census. Unresolved duplicate UPNs WILL prevent the return from being authorised.

**Submission deadline for maintained schools**

Maintained schools are asked to submit their returns to COLLECT by **Wednesday 22nd January**, to allow time for the LA to support with error and query resolution.