

## Management Information

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10<sup>th</sup> July 2023

MI/WM/College Tracking

Dear Colleagues,

### The annual cycle of FE College statutory data returns to KCC

Kent County Council Management Information (MI) and The Education People (TEP) continue to work together in partnership with colleges to fulfil the statutory duty to track the destinations of young people up to the end of Year 13 or until the young person's 25th birthday if they have an Education Health Care Plan (EHCP). This document outlines the data requirements that KCC must collect from colleges. This information is young people's activities in relation to education, employment, and training.

All data returns should be sent securely to KCC's Management Information using Perspective Lite. Templates for the collection of the data are available from:

<https://www.kelsi.org.uk/school-management/data-and-reporting/management-information/coreplus-team-tracking-young-people>

### Full college lists (Previously referred to as enrolment lists)

Full college lists of Year 12 and Year 13 students sent on the dates below:

- 30<sup>th</sup> September
- 30<sup>th</sup> October
- 1<sup>st</sup> February

KCC's Management Information to sort, extract duplicates and match to Kent cohort.

**Leavers and Joiners:** Colleges to submit lists of students who have either joined or left the college in the previous month. Submissions at the end of each month from December onwards.

**September Guarantee:** Full list offers made to Year 11 and 12 students at the end of each month from April onwards. This includes information on new applicants, applicants who have applied through KentChoices and those who are progressing into a second year at college.

**Adhoc requests for data:** By providing complete student lists and September Guarantee offers it is anticipated that the number of adhoc requests will be minimal. This type of request is made by the Skills and Employability Service when it is believed that the returns have missed a significant number of students.

These requests are made by the Principal Engagement Lead and returns are sent using secure email.

### Contact details

KCC Management Information – [MICorePlus@kent.gov.uk](mailto:MICorePlus@kent.gov.uk)

The Education People, Skills and Employability Service – [stayingintouch@theeducationpeople.org](mailto:stayingintouch@theeducationpeople.org)

Principal Engagement Lead, 07540 671664 - [Rob.Williamson@theeducationpeople.org](mailto:Rob.Williamson@theeducationpeople.org),

Yours sincerely



Wendy Murray

Service Manager – Education, Early Years and Wider Early Help | Management Information | Children, Young People & Education | Kent County Council