

Learning Services ICT



- Questions regarding ICT Provision in PLASC 2005
- Add HLTA staff numbers to PLASC report. (**PRIMARY**)
- SIMS Upgrade happening now.
- Guides on www.hulliclea.com
- Issue 3 due 8th December 2004.

The success of PLASC has led to numerous organisations submitting various data requests to the DfES, thus DfES has added to the Census.

The aim is that schools should not be receiving requests from various organisations for data and goes along way towards the DfES aim of

“Collect Once, Use Many Times”.

The DfES do not want schools to view the Census as a chore but as a benefit in reducing future data collection requests.

See Page two for details of **Additions for this years PLASC return** and an important note concerning the **Higher Level Teaching Assistant staff head count.**

User Guides.

All PLASC documentation this year will be appearing on the www.hulliclea.com website, it is advisable to check this area on a regular basis. Access PLASC information via IMS, PLASC. The Helpdesk (613972) is also available for any queries.

SIMS Upgrades.

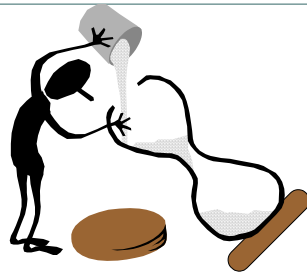
To create the final PLASC report your SIMS system will need to be upgraded. The upgrade to SIMS is taking place now.

PLASC .net Demo.

Capita have produced a video showing the creation of a PLASC.net return. Go to www.sims.co.uk/demos and click **View** after **‘How to Create A PLASC return in SIMS .net’** to see the video.

Inside this issue:

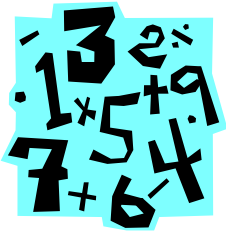
PLASC Additions	2
HLTA – PRIMARY schools only	2
Sending PLASC Returns	3
Useful Numbers	3



PLASC 2005

20th January 2005

23 SCHOOL DAYS TO GO.



ICT Provision
Questions NEW
this year.

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Manual
intervention at
Primary schools
ONLY needed
for HLTA head
count.

PLASC 2005 Additions.

The following data items will appear in this year's Census:

Ethnicity:

The category Cornish will be included in the Extended codes. Please note that Ethnicity is compulsory for pupils aged 5 and above.

Higher Level teaching assistants

(HLTA):

These will need to be recorded, this will be a headcount and a record of the number of hours each HLTA has

worked. [See below]

ICT Provision:

Questions have been added concerning ICT provision in schools. They are:

Number of computers available in school for use in teaching and learning.

Number of teachers with personal access to a computer

Number of interactive whiteboards in school.

It is advised that the answers to these questions are collected before Census day and entered straight in to the return on the day.

Primary Schools ONLY:

Admission appeals for infant classes have been included but only if the school is responsible for its own admission appeals for entry.

Manual HLTA Staff Head Count for PRIMARY SCHOOLS ONLY

Unfortunately the headcount facility to record the number of HLTA staff has not been written into SIMS for **PRIMARY** schools. The headcount needs to be carried out manually and the figures supplied by the schools to the LEA. Primary Schools will need to record on the Summary Report—the report that the Head-

teacher signs and is faxed back to the LEA. On the Summary Report please record in the following format:

Headcount of Full Time HLTA Staff = x

Headcount of Part Time HLTA Staff = x

Total number of cumulative hours worked by Full + Part time HLTA = {tot hrs}

where x = no. of appropriate support staff

After completion please ensure the Headteacher signs the report and then fax it to **613290**.

Please also mail the report to LS IT.

Sending PLASC Returns

The deadline for the return to be received at the LEA is
Friday 28th January 2005.

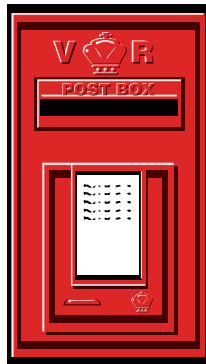
Please send your return via the DfES s2s website, the site used to send/receive CTF.

DO NOT send your return via email.



PLEASE NOTE :

Although the deadline to receive your return is **28th January 2005** please send your return in as soon as possible to enable the LEA to resolve any errors or queries that may be produced by the DfES checking software.



Please also mail the report to:

Jenna Fuddy,
Learning Services I.T.,HCC,
3rd Floor,
Essex House,
Manor Street,
Hull.

Useful Numbers >>



Helpdesk :

613972.

All Helpdesk staff will be contactable on this number on PLASC day, please use this number for any PLASC queries before PLASC day.

Fax Number:

613290.

For queries concerning training courses/ workshops contact
Keith Parsons
(Keith.Parsons@hull
cc.gov.uk) on
613774.