

Train to Gain success rate reporting for the academic year 2009/10

Guidance Notes

What is new in the Period 15 Reports?

- The analyses of success by Gender & Ethnicity have been extended to show a breakdown by programme type (Foundation Learning Tier, Skills for Life, etc).
- The methodology has been extended to ensure that where a learner has returned to complete their aim after a planned break, the re-started aim is correctly included in calculations
- The methodology has been extended to ensure that where the actual completion date of an aim varies from the planned end date across the end of the 'old' and the start of the 'new' academic year, the aim is correctly included in the Timely success calculation.

What are Qualification Success Rate Reports?

Qualification Success Rate (QSR) reports are available to providers who deliver Train to Gain (TtG) programmes. The success rate measures the number of learning aims that have been successfully completed against the number of learning aims that were expected to have been completed. For 2009/10 reports there are two measures; overall success rate and timely success rate.

These success rates are broken down by:

- type of qualification:
 - Foundation Learning Tier
 - Skills for Life
 - Full Level 2
 - Full Level 3
 - Other qualifications

(for a definition of the above qualification types please refer to page 5)
- Sector Subject Area (SSA)
- Ethnicity, Gender and Learning Difficulty or Disability.

The report also shows a comparison of the actual and expected end dates.

For providers that deliver training in more than one location, detailed success rate reports are produced at a national, regional, and Local Authority (LA) level. This is explained in more detail in the section entitled "**What does the QSR report show?**"

What are 'Overall' and 'Timely' Success Rates

- The “overall” success rate measures the proportion of learning aims achieved against the overall number of learning aims expected to be completed. The overall success measure is based on the hybrid end year. The hybrid end year is the later of either the **actual** learning end year or the **planned** learning end year.
- The “timely” success rate only measures learning aims that were achieved by no later than 90 days after their planned end date. This is expressed as a percentage of the number of learning aims expected to be completed in the year. Due to the 90 day period there will be a data lag so Period 12 cannot reflect the true timely success rates until Period 15 data has been received. In order to report timely success rates more accurately at year end, reports for period 15 will include data from Periods 1 to 3 of 2010/2011.

What is the purpose of Qualification Success Rates?

Success rates help a training provider to assess the quality of the provision it offers. The data feeds into the Minimum Level of Performance (MLP) report, which is used for identifying and managing underperformance. The success rate is also one of the performance indicators for the Framework for Excellence (FfE).

Who are they used by?

Success rates are available for each provider of Train to Gain (TtG) programmes that receive Skills Funding Agency funding. The information is published through the Provider Gateway. The data is also used by the Office for Standards in Education, Children’s Services and Skills (OfSTED) in inspections and the Department for Business, Innovation, and Skills (BIS) for reviewing the performance of Train to Gain providers.

How are they calculated?

Success rates are calculated using the Individualised Learner Record (ILR) data supplied by the providers in their monthly returns for the current and the previous three academic years. There is a detailed set of guidelines produced by the Skills Funding Agency for calculating success rates. For more information on this please refer to the [Success Rate pages](#) on the Data Service website. The report excludes:

- learners who transfer to a different learning aim within the same provider
- learners who withdraw from a learning aim within the agreed period of grace (six weeks from the start date)
- learning aims for learners on planned breaks
- for in-year reporting; aims that are expected to be completed later in the current academic year. For example, when reporting success rates for period 9 in 2009/10, those learning aims that are expected to be completed in period 10, 11 or 12 are excluded from calculations
- SME flexibilities, level 2 and level 3 units

How are historic success rates calculated?

Success rates for all years on the report are calculated using the Demand-Led Funding (DLF) methodology and are shown by both overall and timely measures. The DLF methodology only has true currency since 2008/09 and overall and timely measures only have true currency for 2009/10. Therefore the reports do not show a true measure of success for years prior to 2009/10. For a consistent record to assess historic performance, use QSR reports for previous years on the Provider Gateway.

How often are they produced?

Employer Responsive QSR reports are usually produced quarterly following the ILR collections for collection period 6, 9, 12 and 15.

What are the key differences from last year's reports?

The key changes to the reports for this year are:

- the introduction of overall and timely measures, which includes reporting at Sector Subject Area Tier 2 (SSA T2)
- the production of reports only if there is data to be reported for the current year or there are leavers within any of the three in-scope previous years
- replacing the term 'England' to cover all data with 'All Regions'
- the exclusion of SME flexibilities, level 2 and level 3 units from the reports and the inclusion of thin level 2 and thin level 3 qualifications.
- duplication of results in the SSA section of the report
 - if there is only one qualification type the summary section will not be shown
 - if there is only SSA T2 for an SSA only the results for the SSA T2 will be shown
- For colleges that merged prior to the beginning of the 2009/10 academic year, the Period 9 & onwards reports will show current and historical data under the identity of the newly merged college. This enables easier comparison across years.
- Breakdowns by Ethnicity, Gender & Learning Difficulty or Disability have been added to the summary report.
- A footer has been added to each page of the report detailing the latest ILR return used for the production of the report.
- A fix has been applied to the methodology whereby Employability Skills Programme (ESP) aims are correctly recognised and excluded from 2009/10 Train to Gain success rate calculations.
- Where providers have made changes to learner reference numbers in the course of the year, and notified the Data Service of those changes, these have been applied to the data used to calculate success rates.
- The data source used to identify Local Authority and Region based on the delivery post-code (A23) for the geographical reporting has been upgraded to be consistent with that used in the SFR.
- A correction has been applied to the process that excludes Flexibilities from the Success Rate reporting. The reports now correctly include thin

level 2 and then level 3 qualifications, and exclude level 2 units and level 3 units, in accordance with Guidance Note 3 of 3rd March 2010.

- The analyses of success by Gender & Ethnicity have been extended to show a breakdown by programme type (Apprenticeship, Advanced Apprenticeship, etc).
- A correction has been applied to ensure that where a learner has returned to complete their aim after a planned break, the aim is correctly included in calculations
- A correction has been applied to ensure that where the actual completion date of an aim varies from the planned across the end of the 'old' and the start of the 'new' academic year, the aim is correctly included in the Timely success calculation.

What information do I receive?

Each provider can download their own data in a zipped file from the Provider Gateway. The zipped file contains:

- QSR reports
 - a summary report covering success rates for All Regions, Regions and Local Authorities (where applicable, relating to this provider)
 - detailed separate reports for All Regions, Regions and Local Authorities (where applicable, relating to this provider)
- a Microsoft Excel file of success rates details for all learning aims (relating to this provider)
- guidance information (this document).

What does the QSR summary report show?

The summary report is a summary of the success rates for the provider's learning aims by geographical area. (An example of how the file name will look is 123456_Summary_2009/10). The geographical area is determined by the Delivery Location Postcode (field A23) from the ILR. The geographical areas are:

- **All Regions** – success rates for all learning aims (an example of the file name is 123456_Detail_N_All Regions_2008_P9)
- **Government Office Regions** – success rates for learning aims broken down by region (an example of the file name is 123456_Detail_R_North_East_2008_P9)
- **Local Authority (LA) areas** – success rates for learning aims broken down by LA area (an example of the file name is 123456_Detail_L_Norfolk_2008_P9)

The summary report shows:

- percentage success rates for the last three full academic years:
 - for All Regions if there are learning aims in more than one region. If all learning aims are in one region there will be no All Regions level summary
 - for each region
 - if there are learning aims in more than one LA

- if all learning aims are in one LA area and there are fewer than 20 leavers in 2008/09
 - for each LA where there are 20 or more learning aims for 2009/10. For fewer than 20 learning aims the LA will not appear on the summary report but the learning aims will be included in the regional summary and All Regions (where applicable)
- the number of overall leavers for each geographical area in 2009/10
- the number of overall leavers for “other Local Authorities” where no individual report for the Local Authority is available
- leavers not allocated to a Local Authority section because the delivery location postcode is outside England, unknown or not supplied. These leavers are included in the summary for All Regions but not in any regional or LA summary
- percentage success rates for the last three full academic years by
 - **Ethnicity, Gender & Learning Difficulty or Disability.**

Detailed reports are only available for geographical areas included on the summary report.

How are the detailed reports structured?

The report has the following sections:

- Page 1 Headline actual performance
- Page 2 FE-NVQs in the workplace
- Page 3+ Success rates by Sector Subject Area
- Final page Comparison of “*Actual*” and “*Expected*” End Dates

What qualifications are included in the Train to Gain success rates calculation?

Foundation Learning Tier:

The Foundation Learning Tier (FLT) is a programme of work at Entry Level and Level 1. The programme is made up of progression pathways.

Skills for Life:

Learning aims that count towards Skills for Life participation include aims that count towards the Skills for Life PSA target and Skills for Life ‘other provision’.

These are:

- Adult Literacy
- Adult Numeracy
- English for Speakers of Other Languages (ESOL) courses not approved by the Secretary of State but that are based on the national standards.

For a more detailed definition please refer to the definition of A_SFLP in the Data Dictionary [technical definitions](#) area. An example of a Skills for Life qualification is a Certificate in Adult Numeracy.

Full Level 2 and Full Level 3:

Definitions of Full Level 2 and Full Level 3 qualifications can also be found in the [Data Dictionary](#). An example of a Full Level 3 qualification is an NVQ in Health and Social Care at Level 3.

Flexibilities

On 2nd January 2009 flexibilities were introduced within Train to Gain which included access to a restricted list of Qualification Credit Framework (QCF) units and thin qualifications for use with Small to Medium sized Enterprise (SME) organisations. This flexibility was to support SMEs in the recession whilst awaiting the wider expansion of QCF qualifications. Guidance Note 3, issued on 3rd March 2010, gave notice that access to QCF units was to end on 31st July 2010. The thin qualifications are now part of the wider QCF and are mainstreamed – therefore they remain within the success rate calculation and as part of the Train to Gain offer. A full list of the affected qualifications is available on [the Data Service website](#).

Other qualifications:

The category “other qualifications” includes Level 4+ qualifications that cannot be categorised due to anomalies.

Please note that the Train to Gain Success Rates now include NVQs in the Workplace that were previously funded under FE but are now funded as part of the Train to Gain programme. The Headline actual performance table on page 1 shows a breakdown of these. This is also followed by a separate table called FE-NVQs in the Workplace.

The NVQs in the Workplace are included where:

- Learning aims were recorded as Main Delivery Method (A18) = 12,13, 22 or 23 in ILR prior to 2008/09
- Learning aims were recorded as Main Delivery Method (A18) = 15 or 16 and are completed in ILR prior to 2008/09
- Learning aims were recorded as Main Delivery Method (A18) = 15 or 16, and set to continuing in 2007/08. ILR returns are only included if the record also exists in the 2008/09 or 2009/10 Employer Responsive return as a Train to Gain learning aim.

Where these records exist in Learner Responsive Returns in 2008/09 they are included in Learner Responsive Success Rates.

Please see the detailed set of [guidelines](#) produced by the Skills Funding Agency for more information on this

What qualifications are excluded from the Train to Gain success rates calculation?

The general approach to excluding aims from success rates calculations can be found in the Train to Gain Success Rates Methodology for 2009/10 (dated 5th May 2010). This can be found on the Data Service [Success Rates pages](#).

Flexibilities

On 2nd January 2009 Flexibilities were introduced within Train to Gain which included access to a restricted list of QCF units and thin qualifications for use with SME organisations. This flexibility was to support SMEs in the recession whilst awaiting the wider expansion of QCF qualifications. Guidance Note 3, issued on 3rd March 2010, gave notice that access to QCF units was to end on 31st July 2010. The units were issued on a trial basis and therefore are now excluded from success rate calculations as they will not be an ongoing part of Train to Gain and are still subject to wider trials. A full list of the affected qualifications is available on the Data Service [Success Rates pages](#).

How is the national success rate calculated?

Summary report

In the header there is a table of “National Success Rates for All Providers”. These are the national success rates based on the success rates of all providers for all types of qualification.

In the report itself the national success rate is stated for each qualification type. The summary at the bottom of this table is the national comparative success rate for all providers, but only for the range of qualifications offered by that provider. Therefore there may be a difference between the two national success rates reported on this page.

Detailed report

The national success rates are shown in three places:

- in the header, the national success rates are for all providers and all qualifications as on the summary report
- in the table, the summary national success rates are for the qualifications delivered by that provider as on the summary report
- the charts use the same national success rates as in the header that is the national success rate for all providers and all qualifications.

How do I interpret the “Comparison of Actual and Expected End Dates” tables?

The purpose of these tables is to demonstrate how the values for the overall and timely measures are calculated.

Cohort identification table

- **Actual and expected:** The first four columns show the number of leavers in terms of their **actual** and **expected** (or planned) end dates. The numbers are a count of learners who are leavers (where in the data extract *leaver* = 1), but excludes transfers (*Transfer* = 1) or those on a planned break (*Planned Break* = 1).
- **Continuing:** Those learners who have not left (where in the data extract *leaver* = 0)
- **Timely Cohort:** This is the number of planned or expected leavers for a given year. It is the sum of the actual leavers plus the number of

continuing learners. The numbers in this column correspond to the “Timely Leaver” totals on page 1.

- Overall Cohort:** This is the number of learners counted in the Overall analysis. This measure is based on the ‘Hybrid End Year’ as opposed to the ‘Expected End Year’. The hybrid end year is defined as the later of the **actual** end year and the **expected** end year. For example, if we take the overall cohort for 2009/10 (C3, shown in table 1 below) it is:

the sum of all those who were expected to finish in 2009/10 but who actually finished no later than 2009/10 (C2, below)

plus

all of those who were expected to finish earlier than 2009/10 but who actually finished in 2009/10 (C1, below). (These numbers are circled below in a horizontal ‘L’ shape). The number corresponds to the Overall Leavers totals on Section 1.

Table 1 – example of overall cohort calculation

Comparison of Actual and Expected End Dates

Cohort Identification

End Year		Actual				Continuing	Timely Cohort	Overall Cohort
		2006/07	2007/08	2008/09	2009/10			
Expected	Past	5	9	1	0	0		
	2006/07	32	7	1	C2 0	2	42	37
	2007/08	18	119	7	0	8	152	153
	2008/09	0	27	30	4	6	67	66
	2009/10	C1 0	10	50	120	25	205	C3 184
	Future	0	0	12	54	201		

Overall achievers table:

The overall achievers table shows how the overall number of achievers is calculated. The total overall achievers is calculated in the same way as the overall cohort by using the reverse ‘L’ shape. The total corresponds to the Overall Achievers on Page 1.

Timely achievers table:

The timely achievers table shows those learners who have achieved within 90 days of the planned end date. The total timely achievers value is the sum of the row. The total corresponds to the Timely Achievers on Page 1.

The timely in year achievers column is the sum of the learners who have achieved early or within the expected academic year, regardless of whether it was within 90 days of the planned end date.

What data are included in the “success rates details for all learners” file?

Success rate data are provided in the extract as an Excel file that contains the following data:

Data Fields	Description	Example
UPIN	L01 Field that holds the Provider UPIN	105000
Learner_Reference	The provider's reference for the learner, field L03 in the ILR	40003109863
Aim_Reference	The reference of the learning aim (A09)	10013234
Academic_Year	The academic year	2008/09
Period	The reporting Period	9
Delivery_Region	Government office region based on the delivery location postcode. This is only available if there is a valid delivery location postcode	West Midlands
Delivery_Local_Authority	The Local Authority area. This is only available if there is a valid delivery location postcode	Solihull
Delivery_Location_Postcode	This is the postcode of the address where the learning is delivered, field A23	B77 2LR
AgeGroup	The age of the learner at the start of the aim, based on the following bands: 16-18, 19-24, or 25+ (A_AGESTB in the technical definition)	16-18
Ethnicity	Ethnic origin of the learner based on the 2001 national census, field L12	White – British
Gender	The sex of the learner, field L13	Male
Learning Difficulty or Disability	Field L14 indicates whether or not a Learner believes themselves to suffer from a learning difficulty or disability, or whether no such information is available	1: Yes 2: No 9: Not known
Sector_Subject_Area_Tier_1	Shows which sector the qualification relates to.	SSA 01. Health, Public Services and Care
Sector_Subject_Area_Tier_2	The lower level of sector subject area	SSA 7.4 Hospitality and Catering
Learning_Start_Date	The date on which the learner began learning for the aim, field A27	27-Feb-07
Learning_Planned_End_Date	The date on which the learner is due to complete the learning. This is decided between the learner and the provider, field A28	04-Jul-08

Data Fields	Description	Example
Learning_Actual_End_Date	The date the learner actually completed the learning, field A31	12-Sep-08
Actual_End_Year	This is derived from field A31 and gives the academic year in which the learner actually completed their learning (P_ACTENDYR in the technical definition)	2008
Expected_End_Year	This is derived from field A28 and gives the academic year in which the learner is expected to complete their learning (P_EXPENDYR in the technical definition). If the expected end date is after the period that is being reported on this will be set to a future year.	2007
Hybrid_End_Year	This is the later of Expected End Year and Actual End Year	2008
AIMType	This identifies the aim classification	Skills For Life
In_FE_NVQ	This is a variable to show if the aim is an FE NVQ in the workplace	Yes or no
Expected_Leaver	This is a variable to show if the learner was expected to leave by the end of the current reporting Period. It is derived from field A28. 1 = leaver, 0 = continuing (P_Count in the technical definition).	0 or 1
Achiever	This is a variable to show whether the learner has achieved. It is derived from P_Achieve (1 = Achieved, 0 = not Achieved) and only set if P_Count is set to 1.	0 or 1
ActualLeaver	This is derived from field A31 and gives the academic year in which the learner actually left (P_Leaver in the technical definition) constrained by the end of the current reporting Period.	0 or 1

Data Fields	Description	Example
Transfer	This is a variable to show whether the learner has transferred to a different programme from the same provider. It is derived from P_PROG_STATUS. 1 = transferred, 0 = not transferred (P_TRANS in the technical definition)	0 or 1
PlannedBreak	This is a variable to show whether the learner is on a planned break. 1 = Planned Break, 0 = No Planned Break (P_Plan_Break in the technical definition)	0 or 1
Continuer	If P_Leavers = 0 then classed as a continuer.	0 or 1
Overall_Achiever	0 or 1	0 or 1
Overall_Leaver	0 or 1	0 or 1
Timely_Achiever	This is a variable to show whether the aim was achieved within 90 days of the planned end date. 1 = achieved, 0 = not achieved (P_ACH_TIMELY in the technical definition)	0 or 1
Timely_Leaver	This variable is set to 1 if the expected end year is in the past five years and the learner has not transferred to a different provider nor on a planned break (P_COUNT_TIMELY in the technical definition).	0 or 1

Please note: This year due to the introduction of overall and timely measures there are some additional fields included and some have been removed.

How is the data derived for the reports?

Below are some guidelines to assist you in recreating the figures on the reports and to aid you in reconciling to your own systems.

Overall Success Rates

Filters	Example	Description
Delivery_Region		Filtering to a specific Region will allow you to reconcile the Geographical reports for that Region
Delivery_Local_Authority		Filtering to a specific Local Authority will allow you to reconcile the Geographical reports for that Local Authority
Hybrid_End_Year	e.g. 2009	Filtering on a specific Year will restrict the data to that year

Filters	Example	Description
AimType	e.,g FLT	Filtering on a specific AimType will restrict the data to that AimType
FE_NVQ	e.g. Yes	Filtering on this will allow you to separate your FE_NVQ records
Sector_Subject_Area_Tier_1	e.g. SSA 4. Engineering and Manufacturing Technologies	Filtering on a specific SSA Tier 1 will restrict the data to that SSA
Sector_Subject_Area_Tier_2	e.g. SSA 4.3. Transportation Operations and Maintenance	Filtering on a specific SSA Tier 2 will restrict the data to that SSA
Calculations		
Leavers	e.g. Sum(Overall_Leaver)	Summing this field will give you the Total number of Leavers used in the QSR Calculation
Achievers	e.g. Sum(Overall_Achiever)	Summing this field will give you the Total number of Achievers used in the QSR Calculation
Success Rate	e.g. Sum(Overall_Achiever)/Sum(Overall_Leaver)	This is the calculation for the Success Rate

Timely Success Rates

Filters	Example	Description
Delivery_Region		Filtering to a specific Region will allow you to reconcile the Geographical reports for that Region
Delivery_Local_Authority		Filtering to a specific Local Authority will allow you to reconcile the Geographical reports for that Local Authority
Expected_End_Year	e.g. 2009	Filtering on a specific Year will constrain the data to that year
AimType	e.,g FLT	Filtering on a specific AimType will constrain the data to that AimType
FE_NVQ	e.g. Yes	Filtering on this will allow you to separate your FE_NVQ records
Sector_Subject_Area_Tier_1	e.g. SSA 4. Engineering and Manufacturing Technologies	Filtering on a specific SSA Tier 1 will constrain the data to that SSA
Sector_Subject_Area_Tier_2	e.g. SSA 4.3. Transportation Operations and	Filtering on a specific SSA Tier 2 will constrain the data to that SSA

Filters	Example	Description
	Maintenance	
Calculations		
Leavers	e.g. Sum(Timely_Leaver)	Summing this field will give you the Total number of Leavers used in the QSR Calculation
Achievers	e.g. Sum(Timely_Achiever)	Summing this field will give you the Total number of Achievers used in the QSR Calculation
Success Rate	e.g. Sum(Timely_Achiever)/Sum(Timely_Leaver)	This is the calculation for the Success Rate

How do I access the postcode file used in the QSR report?

The Success Rate reports use the ONS National Statistics Postcode Directory (NSPD), in common with the Statistical First Release. Further information on this file, including access and cost information, is available [from the Office of National Statistics website](#).

How do I find out more?

If you would like any more information about Success Rates please contact our Service Desk on 0870 267 0001 or email servicedesk@thedata.service.org.uk.

Please be aware that the Data Service is responsible for producing QSR reports in accordance with the methodology approved by the Skills Funding Agency. The QSR methodology is produced by the Agency following the principles set out by the Harmonisation of Success Rates group see <http://www.theia.org.uk/harmonising-success-rates/>. The QSR methodology is available on the [Data Service website](#).

Providers will find answers to most of their queries regarding success rates in the guidance document provided or in the [frequently asked questions](#) page on the Data Service website. It is strongly recommended that providers refer to these sources before contacting the Data Service. If providers' queries can not be resolved by referring to the [frequently asked questions](#) page on the website or the guidance document, providers should also perform initial checks against the data extract supplied with the QSR report.

If providers need further help, the Data Service will be pleased to receive queries regarding success rates, however, when logging a query with the Data Service please provide a detailed explanation of the query being raised. Please also note that it may take longer to resolve queries in this way as they may need to be reviewed by different members of the Harmonisation Group.