

## Apprenticeships success rate reporting for the academic year 2009/10

### Guidance Notes

#### What is new in the Period 9 Reports?

- For colleges that merged prior to the beginning of the 2009/10 academic year, the Period 9 reports will show current and historical data under the identity of the newly merged college. This enables easier comparison across years.
- You will receive a Success Rates report if you have leavers either in the current year or in any of the previous 3 years reported on.
- 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.

#### What are Qualification Success Rate Reports?

The Qualification Success Rate (QSR) report for a training provider shows the percentage of learners achieving an Apprenticeship. These percentages are calculated using two separate measures and are shown as the “overall” success rate and the “timely” success rate.

These success rates are then broken down by:

- type of Apprenticeship:
  - Apprenticeship
  - Advanced Apprenticeship
  - Higher Level Apprenticeship
- Ethnicity, Gender and Learning Difficulty or Disability
- age of learner (16-18, 19-24, 25+)
- Sector Subject Area (SSA) including SSA Tier 2 and Sector Framework Code (SFC)

The report also shows a comparison of the number of framework achievements expected for each end year versus the number actually achieved.

For providers that deliver training in more than one location, detailed success rate reports are produced at All Region, 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 learners who achieved their Apprenticeship against the overall number of leavers. 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.
- The “timely” success rate only measures learners who achieved their Apprenticeship by no later than 90 days after their planned end date (this has changed from 31 days). This is expressed as a percentage of the number of learners who are expected to leave in the year. Due to the 90 day period there will be a data lag so Period 9 cannot reflect the true timely success rates until Period 12 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 courses it provides. The data feed into the Minimum Level of Performance (MLP) report, which is used for identifying and managing underperformance and will be used by OfSTED in their inspections. The success rate is also one of the performance indicators for the Framework for Excellence.

## Who are they used by?

Success rates are available for each provider of Apprenticeship training that receives funding from the Skills Funding Agency. The information is published through the Provider Gateway. The data are also used by the Office for Standards in Education (OfSTED) in inspections and the Department for Children, Schools and Families (DCSF) and the Department for Business, Innovation, and Skills (BIS) for reviewing the performance of Apprenticeships.

## How are they calculated?

They are calculated using the Individualised Learner Record (ILR) data supplied by the providers in their monthly returns for the current and four previous academic years (where available). 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 [Data Service's Data Dictionary \(Technical Definitions\)](#) website pages. Exclusions are:

- learners who left within six weeks of starting the course and those on planned breaks
- learners who transfer to a different programme within the same provider

## How are historic success rates calculated?

Success rates for all years on the report are calculated using the current methodology. As this methodology only has true currency for 2009/10, the results for previous years are indicative rather than a wholly accurate measure of success. To view historic performance, QSR reports for previous years can be found on the Provider Gateway.

### **How often are they produced?**

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 (2008/2009) reports?**

- Reports are produced only if there is data to be reported for the current year or there are leavers within any of the 3 in-scope previous years
- The term 'England' has been replaced with the term 'All Regions'
- Breakdowns by Age, Ethnicity, Gender, and Learning Difficulty / Disability have been added to the summary report.
- The methodology for timely success has changed from 31 to 90 days so that the completion of a qualification is recorded as timely if the **actual** end date is within 90 days of the **planned** end date.
- The Sector Subject Area (SSA) section of the detailed reports has been changed to reduce duplication of data. If data for an SSA are recorded in only one Sector Framework Code (SFC) then the SSA Tier 1 and SSA Tier 2 summaries will not be shown. Similarly if in an SSA there are only data for one SSA Tier 2 then the SSA Tier 1 summary will not be shown. Totals by Apprenticeship Type have been added to this section.
- For colleges that merged prior to the beginning of the 2009/10 academic year, the Period 9 reports will show current and historical data under the identity of the newly merged college. This enables easier comparison across years.
- A footer has been added to each page of the report detailing the latest ILR return used for the production of the report.

### **What information do I receive?**

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

- a summary report covering success rates for All Regions and for each Region and Local Authority in which the provider has a delivery centre
- 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 learners (relating to this provider)
- QSR guidance (this document).

### **What does the QSR summary report show?**

The summary report is a summary of the success rates for the provider's learners by geographical area.

The summary report shows:

- Percentage success rates for the last three full academic years:
  - **for All Regions**  
Provided that there are learners in more than one region. If all learners are in one region only, there will be no All Regions summary.
  - **for each individual region**

Provided that there are learners in more than one LA. Or if all learners are in one LA area and there are fewer than 20 leavers in 2009/10

- **for each LA provided that**

there are no fewer than 20 learner frameworks for 2009/10. If there are fewer than 20 learner frameworks in an LA, that LA will not appear on the summary report. Learners associated with those frameworks will be included in the **regional summary** and **All Regions summary**.

- 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**

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 learners (an example of the file name is 123456\_Detail\_N\_All Regions\_2009\_P12)
- **Government Office Regions** – success rates for learners broken down by region (an example of the file name is 123456\_Detail\_R\_North\_East\_2009\_P12)
- **Local Authority (LA) areas** – success rates for learners broken down by LA area (an example of the file name is 123456\_Detail\_L\_Norfolk\_2009\_P12)

### **How is the national success rate calculated in the 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.

In the report itself the national success rate is stated for each learner/qualification breakdown. The summary at the bottom of this table is the national comparative success rate for all providers, but only for the elements shown for that provider.

e.g. If a provider has only white British learners, the national total success rate percentage at the bottom of the ethnicity report relates only to white British learners. This means that there can be differences between the national success rates reported on the Header and Summary on each page.

### **What detailed reports are available?**

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       Success rates by Level and Age
- Next section Success rates by SSA Tier 1, SSA Tier 2 and SFC
- Final page   Comparison of “*Actual*” and “*Expected*” End Dates

As mentioned above the detailed reports are only available for the geographical areas included in the summary report.

## 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 five 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 “Planned Leavers” values in the Headline Actual Performance table 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 2008/09 (shown in table 1 below) it is:

the sum of all those who were expected to finish in 2008/09 but who actually finished no later than 2008/09

**plus**

all of those who were expected to finish earlier than 2008/09 but who actually finished in 2008/09. (these numbers are circled below in a reversed ‘L’ shape). The number corresponds to the Overall Leavers totals on page 1.

Table 1 – example of overall cohort calculation

### Cohort Identification

End Year		Actual					Continuing	Timely Cohort	Overall Cohort
		Past	2006/07	2007/08	2008/09	2009/10			
Expected	Past		2	2	0	0	1		
	2006/07	62	64	10	0	0	1	137	
	2007/08	21	27	55	1	0	1	105	
	2008/09	5	16	65	4	2	4	138	
	2009/10	1	2	18	53	22	10	106	
	Future	0	1	7	18	15	237		

### 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 i.e. 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
Learner_Reference	The provider's reference for the learner, field L03 in the ILR	40003109863
Academic_Year	The academic year	2009/10
Region	Government office region based on the delivery location postcode. This is only available if there is a valid delivery location postcode	West Midlands
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
Age Group	The age of the learner at the start of the framework, 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

<b>Data Fields</b>	<b>Description</b>	<b>Example</b>
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
Programme_Type	Field A15 determines programme type classified as: Apprenticeship, Advanced Apprenticeship or Higher Level Apprenticeship	Apprenticeship
Sector_Subject_Area_Tier_1	Shows which sector the qualification relates to. This field is derived from the sector framework code	Health, Public Services and Care
Sector_Subject_Area_Tier_2	As above	Health and Social Care
Framework	Field A26 is mapped to a list of frameworks in the Learning Aim Database	Health and Social Care
Learning_Start_Date	The date on which the learning for the framework began, 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
Learning_Actual_End Date	The date the learner actually completed the learning, field A31	12-Sep-08
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)	2007
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
Hybrid_End_Year	The later of the expected or actual year (P_HYBRIDENDYR in the technical definition)	2008
Framework_Achiever	This is a variable to show whether the framework was achieved by the learner 1 = achieved, 0 = not achieved. It is derived from P_PROG_STATUS	0 or 1
Leaver	This is a variable to show whether the learner has left. It is derived from field A31. 1 = leaver, 0 = continuing (P_LEAVERS in the technical definition)	0 or 1
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
Planned break	When set to 1 this indicates that the learner is taking a planned break from the programme. It is derived from P_PROG_STATUS. 1=Planned Break,	0 or 1

Data Fields	Description	Example
	0=not. (P_PLAN_BREAK in the technical definition)	
Overall_Framework_Achiever	This variable is set to 1 if the learner is an overall leaver and achieved (P_FRM_ACH_OVERALL in the technical definition)	0 or 1
Overall_Leaver	This variable is set to 1 if the hybrid end year is in the past 5 years and the learner is flagged as a leaver, not as a transfer nor on a planned break, (P_COUNT_OVERALL in the technical definition)	0 or 1
Timely_Framework_Achiever	This is a variable to show whether the framework was achieved within 31 days of the planned end date. 1 = achieved, 0= not achieved (P_FRM_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

### 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 on a specific Region will allow you to reconcile the Geographical reports for that Region
Delivery_Local_Authority		Filtering on a specific LEA will allow you to reconcile the Geographical reports for that LEA
Hybrid_End_Year	e.g. 2009	Filtering on a specific Year will restrict the data to that year
Programme_Type	e.g. advanced apprenticeship	Filtering on a specific Programme_Type will restrict the data to that Programme_Type
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

<b>Filters</b>	<b>Example</b>	<b>Description</b>
Framework	e.g. 217	Filtering on a specific Framework will restrict data to that sector framework
<b>Calculations</b>		
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_Framework_Achiever)	Summing this field will give you the Total number of Achievers used in the QSR Calculation
Success Rate	e.g. Sum(Overall_Framework_Achiever)/Sum(Overall_Leaver)	This is the calculation for the Success Rate

### **Timely Success Rates**

<b>Filters</b>	<b>Example</b>	<b>Description</b>
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 LEA will allow you to reconcile the Geographical reports for that LEA
Expected_End_Year	e.g. 2009	Filtering on a specific Year will constrain the data to that year
Programme_Type	e.g. advanced apprenticeship	Filtering on a specific Programme_Type will constrain the data to that Programme_Type
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 Maintenance	Filtering on a specific SSA Tier 2 will restrict the data to that SSA
Framework	e.g. 217	Filtering on a specific Framework will restrict data to that sector framework
<b>Calculations</b>		
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_Framework_Achiever)	Summing this field will give you the Total number of Achievers used in the QSR Calculation
Success Rate	e.g. Sum(Timely_Framework_Achiever)/Sum(Timely_Leaver)	This is the calculation for the Success Rate

Filters	Example	Description
	_(Leaver)	

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

The Success Rate reports use the Postcode Anywhere file. Further information on this file, including access and cost information is available using the following link: <http://www.postcodeanywhere.co.uk/>

### 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](mailto:servicedesk@thedata-service.org.uk). Please be aware that the Data Service is responsible for producing QSR and MLP reports in accordance with the methodology approved by the Skills Funding Agency. The QSR methodology is produced by the Skills Funding Agency following the principles set out by the Harmonisation of Success Rates group see <http://www.theia.org.uk/harmonisingsuccessrates/>. The QSR methodology is available at the [Data Dictionary](#) 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.