

Completing the ACE/DFE Data Collection Form

Introduction

As a condition of the Arts Council Music Grant, all music hubs are required to complete an annual data return on musical provision and opportunities within their locality. Completion of the online data collection form is a condition of payment for all schools receiving a music engagement grant from the Love Music Trust.

The form is broken down in to three sections:

Section 1 - Ensemble opportunities

Deals with the ensemble opportunities that are available to pupils within your school

Section 2 - School based ensembles

Requests information with regard to Key stage level, gender and the numbers of pupils with SEN statements and eligible for pupil premium who take part in the school ensembles

Section 3 - Individual, small & large group tuition

Requests information with regard to children receiving Individual, small group or large group lessons and their standards. Once again, it's broken down by gender, pupils eligible for pupil premium and with SEN statements

PLEASE NOTE:

- If the Love Music Trust is your instrumental and vocal provider, various parts of the survey are bypassed and the relevant information will be entered on your behalf by LMT. These are marked with a † on this guide.
- We realise that you may not have a lot of this data readily to hand and, as such, provision of your email address will enable an automatic link to be provided, giving you the opportunity to edit previously submitted data or manage completion of the form over a period of time.
- Questions marked with * are required and you cannot proceed through the form unless they are completed.

Preface section: First Access (Wider Opportunities)

In this section, you will be asked:

- Who delivers your First Access (Wider Opportunities) programme? *
- The number of pupils participating in First Access to Music by year group) * †
- The number of pupils who continue beyond First Access to receive lessons on a small group or individual basis * †

Section 1: School Specific Data

Here you will be asked to provide information relating to Music Ensemble (group) opportunities in your school which are provided independently of Love Music Trust e.g. by school staff or on an independent basis with any outside provider.

PLEASE NOTE:

This section relates to regular music ensembles that take place in school and should not include any whole class music projects or first access delivery.

Section 2: Numbers of Participating Pupils

This section is separated into KS1 and KS2 although the categories are the same for both.

For each of the ensembles that you have previously listed please indicate how many children from the following categories regularly attend at least one of them. By regularly, we mean at least once a week and/or several times a year for the more intensive experiences (more than a day):

- Gender
- Pupils with SEN Statement
- Pupils eligible for pupil premium
- Pupils with an SEN statement & eligible for pupil premium

Section 3 - Small Group & Individual Lessons

This section deals with the standards of children receiving small group and individual lessons away from the whole class environment. Typically, these are the children that have opted to receive or continue learning an instrument in the 'conventional' manner.

You will be asked to enter the numbers of children receiving instrumental and vocal lessons broken down into Individual, Small Group and Large Group (more than 10 pupils together in the same group but not whole class or First Access) lessons.

Each of the above categories is then further split into:

- Gender
- Pupils receiving additional subsidy support (this is a contribution made on behalf of an individual pupil(s) in addition to any financial contribution that is made by the school towards the general cost of lessons where a charge is levied on pupils for lessons)
- Pupils eligible for pupil premium
- Pupils with an SEN statement
- Pupils with a combination of the previous 3 scenarios

The final page asks for general figures of standards comparable to those used by the Associated Board of the Royal Schools of Music (ABRSM), if you are uncertain re standard please ask the pupil's instrumental teacher

Who Provides your Instrumental and Vocal lessons?

[Appendix section: Instrumental Pupil Standards †](#)

You will be asked to indicate the standards of your pupils along the following lines:

- Entry Level: Pre-level 1 NQF / Initial / Prep
- Foundation Level: Level 1 NQF / Grades 1-3
- Intermediate Level: Level 2 NQF / Grades 4-5
- Advanced Level: Level 3 NQF / Grade 6 and above

[Submitting \(and, if desired, printing\) your data](#)

On the final page you will get the option to print this web form containing your entered data. This may be useful for your own records but..... there is an important difference between the words 'entered data' and 'submitted data'

PLEASE NOTE:

You must still return and click the 'Submit' button after you have printed your form in order that your entries are recorded!