

## School Data Collection 2020/2021

The School Data Collection application is used to submit aggregate information on pupils in receipt of special needs teaching support and school transport to the Department. The application will be available on the landing page of Esinet from Thursday 1<sup>st</sup> October onwards. (Fig 1) SDC will be available to individuals with the **Data Entry** and **Approver** roles on Esinet.

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**Esinet**

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### Welcome to the Esinet Portal

[Switch schools](#)

**Data Protection**  
The Department of Education and Skills will treat all personal data you provide on this form as confidential and will use it solely for the purpose intended. The information will only be disclosed as permitted by law or for the purposes listed in the Departments registration with the Data Protection Commissioner - REF 10764/A.  
If the information you have provided is to be used for purposes other than outlined in the Departments registration with the DPC your permission will be sought.

**OLCS**  
OLCS  
Online Claims System >

**School Data Collection** [CLICK](#)

**POD**  
POD  
Primary Online  
Database >

**Numeracy and Literacy Returns**  
Numeracy and  
Literacy Returns >

Fig 1

When you click on the School Data Collection button on the Esinet landing page, you will be brought to the SDC landing page. Click on “Start Data Return” on the left to begin (Fig 2)

esinet  
Education Services Interactive

Department of Education and Skills  
An Roinn Oideachais agus Scileanna

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Home > School Returns Database > Landing Page

### Welcome to the School Data Collection Landing Page

This application allows schools to submit information to the department on special educational needs, transport, and school capacity.

Click on Start Data Return in the left menu to begin

www.education.ie V1.0

Fig 2

This will bring you the instructions page. Please read the instructions carefully and when you are ready to proceed, click “Continue”.

Clicking continue will bring you to the questions you need to answer. The questions are as follows:

Question Number	Question	Answer:
1	If your school was oversubscribed i.e. had more eligible applications than places for Junior Infants in 2020/2021, how many eligible pupils were refused a place?	
2	If your school was not oversubscribed for junior infants in 2020/21, how many more junior infants could be accommodated based on the number of approved streams in your school?	
3	What is the total number of classrooms in your school?	
4	How many of these are currently being utilised for mainstream class teaching?	
5	How many are currently being utilised for special education teaching?	
6	How many rooms could, if required, be utilised to accommodate additional teachers in future?	
7	Does your school have a GP room?	Yes/No
8	If your school does not have a GP room, does your school have access to an equivalent indoor facility locally?	Yes/No
9	Does your school have a hot water supply for hand washing for Staff?	Yes/No
10	Does your school have a hot water supply for hand washing for Pupils?	Yes/No
11	What is the total number of pupils in mainstream classes receiving any Special Education teaching support (includes all types of support listed in 12 - 16 below)?	
12	What is the number of pupils in mainstream classes identified as needing, and receiving, additional assistance with Literacy?	

13	What is the number of pupils in mainstream classes identified as needing, and receiving, additional assistance with Numeracy?	
14	What is the number of pupils in mainstream classes receiving additional teaching support because they have a specific Special Educational Need such as significant communication difficulties, delayed cognitive development or adaptive functioning, or significant emotional and behavioural difficulties?	
15	What is the number of pupils in mainstream and special classes identified as needing, and receiving, additional teaching to assist with English as an Additional Language (EAL)?	
16	What is the number of pupils in mainstream and special classes receiving Special Needs Assistant (SNA) support?	
17	Does your school operate a book rental scheme?	Yes/No
18	Does your school have an overall sustainable environment policy/statement?	Yes/No
19	Does this policy/statement specify actions intended to reduce waste generated?	Yes/No
20	Does this policy/statement specify actions intended to maximise recycling?	Yes/No
21	Does this policy/statement specify actions intended to promote sustainable procurement?	Yes/No
22	Does this policy/statement specify actions intended to improve/increase resource efficiency?	Yes/No
23	If your school does not yet have an overall sustainable environment policy/statement, do you plan to publish one this school year?	Yes/No

24	Does your school have a Green Team in place?	Yes/No
25	If your school does not yet have a Green Team in place, do you plan to establish one this school year?	Yes/No
26	Is your school heated by oil boiler(s)	Yes/No
27	Is your school heated by natural gas boiler(s)?	Yes/No
28	Is your school heated by LPG gas boiler(s)?	Yes/No
29	Is your school heated by Heatpump(s)?	Yes/No
30	Is your school heated by Electrical heater(s)?	Yes/No
31	Is your school heated by Biomass boiler(s)?	Yes/No

The answers provided should relate to matters as they stood on **Tuesday 30<sup>th</sup> September 2020**.

Please note that Questions 7, 8 & 24 are qualified questions and as such not all questions on the list will be available to be answered depending on the responses to these questions.

You must fill in a value for every question you can answer, even if the value is zero. Once you have filled in all the fields, click "[Save](#)".

Once you have saved your answers, you will be brought to the “Review” page. There you will have a chance to check your answers before submitting them. If you wish to change the answers, you can click the “Edit” button at the bottom of the screen. (Fig 3)

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Home > School Returns Database > Review

School Roll No: 015831 Academic Year: 2020/2021 Data as at 30th September 2020

The data return has been saved for your school. To make changes, click on the Edit button, to complete the return and submit it to the department it must be confirmed by the school's approval.

Question Number	Question	Answer
1	If your school was oversubscribed i.e. had more eligible applications than places for Junior Infants in 2020/2021, how many eligible pupils were refused a place?	10
2	If your school was not oversubscribed for junior infants in 2020/21, how many more junior infants could be accommodated based on the number of approved streams in your school?	9
Question Number	Question	Answer
3	What is the total number of classrooms in your school?	130
4	How many of these are currently being utilised for mainstream class teaching?	4
5	How many are currently being utilised for special education teaching?	2
6	How many rooms could, if required, be utilised to accommodate additional teachers in future?	0
Question Number	Question	Answer
7	Does your school have a GP room?	No
8	If your school does not have a GP room, does your school have access to an equivalent indoor facility locally?	Yes
Question Number	Question	Answer
9	Does your school have a hot water supply for hand washing for Staff?	Yes
10	Does your school have a hot water supply for hand washing for Pupils?	No
Question Number	Question	Answer
11	What is the total number of pupils in mainstream classes receiving any Special Education teaching support (includes all types of support listed in 12 – 16 below)?	13
12	What is the number of pupils in mainstream classes identified as needing, and receiving, additional assistance with Literacy?	21
13	What is the number of pupils in mainstream classes identified as needing, and receiving, additional assistance with Numeracy?	12
14	What is the number of pupils in mainstream classes receiving additional teaching support because they have a specific Special Educational Need such as significant communication difficulties, delayed cognitive development or adaptive functioning, or significant emotional and behavioural difficulties?	15
15	What is the number of pupils in mainstream and special classes identified as needing, and receiving, additional teaching to assist with English as an Additional Language (EAL)?	16
16	What is the number of pupils in mainstream and special classes receiving Special Needs Assistant (SNA) support?	11
Question Number	Question	Answer
17	Does your school operate a book rental scheme?	No
Question Number	Question	Answer
18	Does your school have an overall sustainable environment policy/statement?	Yes
Question Number	Question	Answer
19	Does this policy/statement specify actions intended to reduce waste generated?	Yes
20	Does this policy/statement specify actions intended to maximise recycling?	Yes
21	Does this policy/statement specify actions intended to promote sustainable procurement?	Yes
22	Does this policy/statement specify actions intended to improve/increase resource efficiency?	Yes
Question Number	Question	Answer
24	Does your school have a Green Team in place?	No
Question Number	Question	Answer
25	If your school does not yet have a Green Team in place, do you plan to establish one this school year?	Yes
Question Number	Question	Answer
26	Is your school heated by oil boiler(s)?	No
27	Is your school heated by natural gas boiler(s)?	No
28	Is your school heated by LPG gas boiler(s)?	No
29	Is your school heated by Heatpump(s)?	No
30	Is your school heated by Electrical heater(s)?	No
31	Is your school heated by Biomass boiler(s)?	No

By clicking Approve you are confirming the data is accurate as at 30th September 2019

Cancel Edit Approve

Fig 3

If you are happy with your answers, you can either submit them for approval (if you are logged in with a Data Entry role) or approve them (if you are logged in with the Approver role).

If you are logged in as the Approver and click “Approve” and that will submit the return to the Department.

If you are logged in under the Data Entry Role and click “Submit” you will submit the return to the Approver for review. The Approver should then log in, review the answers and either edit or approve them. Once the answers have been approved they will be submitted to the Department and can no longer be edited. (Fig 4)

Home > School Returns Database > Review

School Roll No: 015831 Academic Year: 2020/2021 Data as at 30th September 2020

The data return has been completed and approved for your school, below is a summary and cannot be edited

Question Number	Question	Answer
1	If your school was oversubscribed i.e. had more eligible applications than places for Junior Infants in 2020/2021, how many eligible pupils were refused a place?	10
2	If your school was not oversubscribed for junior infants in 2020/21, how many more junior infants could be accommodated based on the number of approved streams in your school?	9
Question Number	Question	Answer
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9	Does your school have a hot water supply for hand washing for Staff?	Yes
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12	What is the number of pupils in mainstream classes identified as needing, and receiving, additional assistance with Literacy?	21
13	What is the number of pupils in mainstream classes identified as needing, and receiving, additional assistance with Numeracy?	12
14	What is the number of pupils in mainstream classes receiving additional teaching support because they have a specific Special Educational Need such as significant communication difficulties, delayed cognitive development or adaptive functioning, or significant emotional and behavioural difficulties?	15
15	What is the number of pupils in mainstream and special classes identified as needing, and receiving, additional teaching to assist with English as an Additional Language (EAL)?	16
16	What is the number of pupils in mainstream and special classes receiving Special Needs Assistant (SNA) support?	11
Question Number	Question	Answer
17	Does your school operate a book rental scheme?	No
Question Number	Question	Answer
18	Does your school have an overall sustainable environment policy/statement?	Yes
Question Number	Question	Answer
19	Does this policy/statement specify actions intended to reduce waste generated?	Yes
20	Does this policy/statement specify actions intended to maximise recycling?	Yes
21	Does this policy/statement specify actions intended to promote sustainable procurement?	Yes
22	Does this policy/statement specify actions intended to improve/increase resource efficiency?	Yes
Question Number	Question	Answer
24	Does your school have a Green Team in place?	No
Question Number	Question	Answer
25	If your school does not yet have a Green Team in place, do you plan to establish one this school year?	Yes
Question Number	Question	Answer
26	Is your school heated by oil boiler(s)?	No
27	Is your school heated by natural gas boiler(s)?	No
28	Is your school heated by LPG gas boiler(s)?	No
29	Is your school heated by Heatpump(s)?	No
30	Is your school heated by Electrical heater(s)?	No
31	Is your school heated by Biomass boiler(s)?	No

Fig 4. If you realise you have made a mistake after submitting, please contact the POD Helpdesk at [pod@education.gov.ie](mailto:pod@education.gov.ie) (primary) or the P-POD Helpdesk at [p-podhelpdesk@education.gov.ie](mailto:p-podhelpdesk@education.gov.ie) have your data return unlocked.