Exploring the functionality of Nexus (you may not be using)

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- NCER Technical Support Director / Kirklees Council – Children's Enablement Lead



Webinar date – 12th February 2025

Screenshots in this session and links to materials may become outdated over time.

Local Authorities are advised to always check DfE guidance for themselves and should not rely solely on information provided in this session (which is always subject to change by the DfE)

New vs old developments

Every year, Nexus receives numerous updates including new functionality but most of what follows is around functionality that a lot of people have forgotten or never knew about but can still be useful

If nothing else, they expand your options in using Nexus and the data it provides

Webinar arrangements

- Please remain muted unless you have something to say
- Because this is recording for later viewing, I prefer to keep going through the content where possible as we have limited time per item (less than 4 mins!)
- NCER colleagues are available to answer questions in chat as we go
- Slides are intended to be session notes and will be shared shortly after the event (as will a video)

Webinar arrangements

• If there are more questions than we can answer, please leave any further in chat at the end, and we will respond in writing via the help center article that will hold the video

Links to documentation are included on each slide (where needed) The link is behind the icon

• Some of these will also be available in Perspective and could be useful to your schools

What we will cover 1

- Mailing list subscriptions stay informed
- Reset your Two Factor Authenticator
- LA Imported Data Details how much and where
- Watchsted Search
- Using Perspective News
- Keeping an eye on School **Alerts** (inc. parent view)
- Schools > Perspective to check if your schools are using PL
- **Current CLA Cohort** functionality for Virtual Schools

What we will cover 2

- Extra pupil fields in Nova reports
- Exporting NPD data from Nova to work with
- Labelling Nova report footers
- Using underlined Insight values to access lists
- Insight's mobility grid
- Insight Tables
- Standard and dynamic school groups
- LA Category, RAGS and TAGS

Mailing lists – making sure you and your colleagues are in the know

Use the 'Head' icon (top right) to select My Account

NCER • Admin • ?

Ensure everything you need is ticked from the subscriptions list

Let colleagues know to do the same in terms of their interests

IEXUS National Consortium for Examination Result Community Interest Company

KEYPAS Nova Insight Broadcast Schools KPIs Alerts Maps Watchsted Forum Documents News

ᅿ BACK

MY ACCOUNT

Communications Schools Privileges

NCER regularly send important correspondence to members by **email**. These include information about system updates, improvements to functionality within Nexus and expected data release dates.

NCER MAILING LISTS

Your Subscriptions

Stay informed about new developments in Nexus and the latest NCER news by subscribing to our emails below:

🛕 It is the NCER's recommendation that all users subscribe to 'NCER & Nexus News & Updates' communications

NCER & Nexus News and Updates

- NCER company news and updates
- Nexus update and data release information
- NCER annual member meeting surveys/invites
- Nexus help guide information

🗹 NCER CLA Analysis Updates

• Useful information for Virtual School head teachers and anyone with a remit for CLA data

🗹 NCER Children in Need Analysis Updates

Keep informed about existing or upcoming CIN functionality in Nexus.

🗹 NCER School Improvement Analysis Updates

Keep informed about existing or upcoming SI functionality in Nexus.

🗹 NCER Nexus Admin Digest

- Readership %s of recently published news articles to Perspective Lite
- Perspective Lite usage statistics
- High profile forum content
- Files received from schools via Broadcast+ (paid-for module)
- Keypas "fullness" indicators
- Active Data Tabs for Schools
- Ofsted inspection breakdowns
- Recent batch reporting throughput

SAVE COMMUNICATIONS PREFERENCES

Reset 2FA – for when you have a new phone or other problems

Use the 'Head' icon (top right) to select My Account

Whenever you have to set up 2FA again you may need to reset this

No longer need to ask service desk to help



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🖌 EDIT

EDIT

You will be logged out. At next login, you will be prompted to reconfigure your authenticator app.



MY DETAILS

LA Import Details

View which LA have loaded data, which data and how much of it (as well as centrally loaded data) Go through the Admin menu

Supports understanding whether regional, stat neighbour and national comparisons are (close to) complete

Particularly useful for Virtual Schools educating pupils outside your LA (but probably a lot in neighbouring ones)



			NCER ▼ Admin ▼			
			Account Details			
			Users			
			Add User			
			User Groups			
			A Imported Data Details			
			RAGS			
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			Grades			
A IMPORTED DATA DETAILS	0	All figures here are estimates, and should	only be used as a general guide.			
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Watchsted Search

Good for school improvement teams and for your schools

Enter a search term, pick where you want to search, for which schools and outcome for those schools

Replaces a lot of trawling, looking for specific references but looking in each individual report



Perspective News

The LA can share news and updates with schools using Perspective (Lite) via 'Manage Perspective News'

You can create news items, format and select specific audiences based on your set up

Documents and items can also be attached

MANAGE PERSPECTIVE NEWS

Action Required - Wraparound Childcare Programme (Schools

Headline

You can then view a summary of how many schools it went to and how many have viewed it

30-Apr-2024

Autho

Sent to

All Staff

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Alerts – Parent View

The Alerts area will show you of changes affecting your schools of various types – all of which can be useful

One of interest to School Improvement may be where Ofsted Parent View is being submitted outside of an actual inspection

Some LA have seen cases where parents are using Parent View as a mechanism to try and trigger an Ofsted inspection



Schools -Perspective

You can see how much each of your schools is using Perspective Lite from the Perspective tab in the Schools area of Nexus (after selecting the school)

You would expect more usage in summer term (for primary schools) but this tells you something about how engaged the school is with Perspective and how they're using it (or not)

You can also send a log-in reminder if they've not logged in at all.



Current CLA Cohort

Virtual Schools make good use of Nexus and data from the SSDA903 statutory return on Children Looked After is used to populate it

The 903 return is position at 31st March, which is limiting when considering children who actually undertake assessment

Virtual Schools can additionally load in a 'Current CLA Cohort' into Nexus to analyse results and data for that group - for example the Children Looked After during assessments in May/June (which may be different)

CURRENT CLA COHORT IMPORT

Welcome to the Current CLA Cohort Import wizard. This wizard will guide you through the steps to complete the import process.						
Use this page to import pupils currently in your virtual school cohort.						
This is a csv file import, which requires a specific structure. The str Populating all characteristic data is not a requirement, gap filling fr	This is a csv file import, which requires a specific structure. The structure of the csv file can be seen in this sample file: <u>Current CLA Cohort.csv</u> Populating all characteristic data is not a requirement, gap filling from the most recent Spring Census will be used.					
Please, select the correct options and click Add Related Files to pie	ck the files to import. Then click Upload to start uploading. While uploading, click Cancel Upload to stop the process.					
ZIP files are allowed to be uploaded. The files they contain will be u	used in the import. Sub-folders and directories within ZIP files will cause the import to fail.					
SELECT RESULT YEAR SELECT FILES						
2025 ADD RELATED FILES						
	or drop your files here					

	SELECT IMPORT	
EYFSP	KS2	SOCIAL CARE
EYFSP	KS2 TA	CLA (SSDA903)
DHONICS	KS2 DfE (July)	Current CLA Cohort
PHUNICS	KS2 from DfE (KS1 Prior Attainment)	CIN
Phonics	KS2 DfE	SEN2
Phonics Previous Result		
KC1	KS4	OTHER
KJ I	KS4 DfE	School Census
101	KS4 LA Summary Results Day	Extra Pupil Fields
MTC	KS4 Results Day	Pupil Premium
Multiplication Tables Check	KS4 Exam Results (KS2 Prior Attainment)	Expected Cohort Sizes

ABOUT THIS PAGE



Extra Pupil Fields (Nova)

Very old functionality in Nexus to load additional fields about pupils into Nexus to include in analysis

These are included in Nova reporting as options that can be selected

Some nuances around how you configure and use these to best effect and needs to be loaded separately for each year and key stage that needs them

Grants a lot of flexibility

For example, if a group of pupils has been involved in a project to improve reading (and perhaps another group was the control) you could load that status in and possibly do the same over multiple years



EXTRA PUPIL FIELDS IMPORT

O ABOUT THIS PAGE

Welcome to the Extra Pupil Fields Import wizard. This wizard will guide you through the steps to complete the import process.

DATA DESTINATION

The Extra Pupil Fields import allows you to import contextual and custom data to existing **Keypas** data. Once imported you can find the matched data in the various *imported Data* grids within Keypas. You'll find the custom *User Defined Fields* filters in the expanded Pupil Filters section of the Report Parameters on the majority of Keypas-based analysis reports in Nova. To import custom fields into your LA's NPD records please use <u>Nova > Admin > Import User Defined Fields</u>.

DOWNLOAD TEMPLATE

DOWNLOAD EXTRA PUPIL FIELDS CSV TEMPLAT

As the sole matching field, UPN must be populated. All other fields are optional. Empty fields and cells will be ignored by the import. Once you have input your data into the CSV template, save the file with the name EPF_KKK_YY.csv where KKK is the key stage (FSP, KS1, MTC, KS2, KS3 or PHO) and YY is the 2-digit year (e.g. 22).

PUPIL MATCHING

A matching Keypas record must already exist; importing an Extra Pupils Fields file will not create "blank" performance records in Keypas. An exact match on UPN is required to join an Extra Pupil Fields record to an existing Keypas record.

GET STARTED

To begin select the appropriate Result Year and Key Stage parameters, click the Add Related Files button, locate and select your CSV, and click the Upload button.

7 T/p: You can zip the CSV to make the file size smaller and therefore the upload quicker. However make sure the CSV is the only file in the ZIP and it's stored at the root of the ZIP file, not in a folder.

Please, select the correct options and click Add Related Files to pick the file to import. Then click Upload to start uploading. While uploading, click Cancel Upload to stop the process

ZIP files are allowed to be uploaded. The files they contain will be used in the import. Sub-folders and directories within ZIP files will cause the import to fail



Exporting NPD Data

National pupil database (NPD) data is provided to NCER by DfE and represents the complete official datasets for each assessment and for a number of other statutory returns

Though these are often quite late in the reporting cycle, you can extract the data for your LA and manipulate and report on it

This is done through the Nova menu > Export Data

Select the Year, Key Stage and export

The download will be in an encrypted zipfile and a password will be provided to you as part of the process. You must agree to the T&C to be able to download

Nova	Insight	Broadcast				
Reports	5					
Batch R	eporting					
Infographics						
Export	Data	N				
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EXPORTS 0

Here you can download a raw extract of the National Pupil Database (NPD) containing your local authority's pupil-level data for the selected year and Key Stage in CSV format.

Choose a Key Stage, Year & Export:		
2023	Key Stage 4	NPD Candidate



🗠 EXPORT TO CSV

Labelling Nova Reports

Nova reports contain a footer message by default, but you can substitute this for one of your choosing

Nova > Admin > Preferences

You can set a message for each of the different Key Stages which applies to all reports available

This shows on both internal Nova reports in Nexus and also in Perspective Lite (self-service and Batch Reporting)



PREFERENCES

Report Footers:

All of the reports in Nova have text in the footer that you can change for your Local Authority (*highlighted in the preview image*). You can edit the text that appears for each Key Stage respectively...

EYFSP:

Insight

Broadcast

Nova

Reports

Batch Reporting

Infographics

Export Data

Admin

Data & Insight Service, Kirklees LA

Phonics:

Data & Insight Service, Kirklees LA

KS1:

Data & Insight Service, Kirklees LA

MTC:

Data & Insight Service, Kirklees LA

KS1–2 Progress: Data & Insight Service, Kirklees LA

KS2:

Data & Insight Service, Kirklees LA

KS2–4 Progress: Data & Insight Service, Kirklees LA

KS4:

Data & Insight Service, Kirklees LA

SAVE PREFERENCES

Accessing school / pupil lists in Insight Cohorts

Much of Insight is great tool for high level analysis, but you can access lists of the schools and pupils at a lower level by clicking underlined data

Wherever you see an underlined numerical/percentage value in Insight Cohorts, you can click it (and there are LOTS)

When you're at LA level, it will display a list of schools

When you're at school level, it will display a list of pupils

You can export either to CSV format

This is good to ensure your schools and Virtual School are aware of in terms of training them to use Perspective Lite



O CLOSE

Insight Mobility grid

						Pupi	il Joined Year							
	Yea	r R	Yea	ar 1	Yea	ar 2	Yea	ir 3	Yea	ir 4	Yea	ar 5	Yea	ar 6
Year R	<u>100.0%</u>	100.0%												
Year 1	<u>97.0%</u> +0.	96.5%	<u>3.0%</u> -0.5	3.5%										
Year 2	<u>87.7%</u> -0.9	88.6%	<u>9.1%</u> +0.	8.2% 9%	<u>3.2%</u>	3.2%								
Year 3	<u>65.8%</u> -7.1	72.9% %	<u>4.0%</u> -1.5	5.9% 9%	<u>6.9%</u> -0	7.3% 4%	<u>23.3%</u> +9.	13.8% 5%						
Year 4	<u>63.6%</u> -54	68.6% %	<u>3.7%</u> -1.:	5.0% 3%	<u>3.3%</u> -2.	5.9%	<u>26.6%</u> +8.	17.7% 9%	<u>2.8%</u>	2.8%				
Year 5	<u>60.1%</u> -3.2	63.3%	<u>3.2%</u> -1.!	4.7% 5%	<u>2.8%</u> -2.	5.2% 4%	<u>23.2%</u> +7.	15.6%	<u>8.4%</u> +1.	7.0% 4%	<u>2.4%</u> -1.	4.2% 8%		
Year 6	<u>50.4%</u> -10.	61.1% 7%	<u>3.5%</u> +0.	3.3%	<u>3.6%</u> -1.	5.0%	22.6%	14.6%	<u>4.5%</u> -1.	5.7% 2%	<u>7.1%</u>	8.1% %	<u>8.3%</u> +6	2.3%

The matrix above shows the current NC Year of pupils in your Autumn census cohort against the NC Year in which they entered the school. Comparing your distribution to the National distribution, the largest difference is for Year 6 pupils entering school in Year R. Ignoring the entries in Year R, most pupils tend to join in Year 3.

LA COHORT
 NCER NATIONAL
 GREATER THAN 1% ABOVE NCER NATIONAL AVERAGE
 MORE THAN 1% BELOW NCER NATIONAL AVERAGE

Note: If a pupil joined the school before the first list entry year, e.g. joined in N2, they will be counted in the first listed entry year

Usefulness of the mobility grid is highly contextual at the LA level and for schools

Some where pupils join in reception and stay all the way through won't get much value, but for those where children join and leave with regularity it's a good tool for LA officer awareness and for schools to demonstrate how their context is affected by that mobility

Recommended for School Improvement officers who are new to the school/area and for school's to be made aware it is available



Insight Tables

Want to pull off a set of results across multiple assessments, with absence or exclusions for different pupil groups and with lots of different measures available? Insight Tables can do that for you, all in one place in seconds. No need to match up results by VLOOKUP etc. And you can save the queries to re-use... Too big to walk through in the time we have. See here.

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National: All Schools	-	67.7%	+0.5% +	80.2%	+1.3% -	61.3%	+1.7% •
Male		60.7%	+0.1% ▲	76.6%	+1.1% ▲	57.7%	+1.4% •
Female		75.1%	+0.9% ▲	84.1%	+1.7% ▲	64.9%	+1.9% ▲
LA: All Schools - Kirklees		65.5%	+0.3% *	80.3%	+1.4% •	58.7%	+0.6% *
Male		58.4%	+1.1% *	76.1%	-0.2% ▼	54.7%	-0.9% ▼
Female		73.1%	-0.5% 🔻	84.6%	+2.9% ▲	62.9%	+2.3% ▲

School Groups – Standard and Dynamic

I've mentioned before about School Groups in Nexus. You can create an unlimited number of groups for any reason that you would want to bring more than one school together in reporting or simply to have a record of their links.

Standard groups are static – they only change if you add or remove a school to/from a standard group. For example, the schools in a ward or locality will rarely change when set up

Dynamic groups are... dynamic. They change in response to changes in the school records. For example, you could have a group for New Headteachers and manage that status through the RAG/TAG facility we will look at in a moment

Functionality really overlaps, of course you COULD manage new heads as a standard group. You COULD record locality via a Dynamic Group. It really depends on how often you expect things to change and who will be making those changes

It helps to think about whether you want a group to change as an admin task or whether it should respond to officer input... And if it's the latter then an important part of the system is...



		NCER •	Admin 🔻
Acco	unt Details		
User	s		
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User	Groups		
Scho	ol Groups		
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Tags			
RAG	5		
Cate	gories		
Grad	es		
Scho	ols Bulk Edit		
Pers	pective Service	s	

RAGS, TAGS and LA Categories/Grades

School Improvement teams keep all sorts of spreadsheets (or one massive one!) about the schools in their area.

Nexus can do some of the work of those spreadsheets, accessible to authorised users and usable for reporting purposes via the school groups (standard and dynamic)

RAGS, TAGS, Categories and Grades are all usable with groups to define dynamic groups

Set up through the Admin menu, once in place they can be updated on school records by authorised users who have permission to access those schools via the Groups tab

They can tick/pick as many options as apply

		Tags RAGs Categories Schools Bulk Edit Perspective Services
Summary Map Data Records of Visits Notes	Broadcast Documents Croups Websites P	erspective
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(- Not Set - +		6th Form College
C LA TARGET GRADE	SCHOOL GROUPS	Academy: Converter
- Not Set - +	Schools: Key Stage 1	Academy Spansored
	Schools: Key Stage 2	Academy, sponsored
🟲 LA CATEGORY 💿	Primary Church of England Schools	Additional Resourced Provision - CCI
School with Round Table Meeting 2024-25 (FD)	District Committee: Huddersfield	Additional Resourced Provision - Cognition & Learn
	Maintained and Academy Schools	Additional Resourced Provision - SEMH
	Ward: Almondbury	DFE Support 2021/22
	Maintained - All	DFE Support 2022/23
	Maintained - Primary Schools	Federation
	Kirklees Community Hubs: SHINE	Financial Deficit 2021
	Schools: Primary	Financial Deficit 2022
	New Heads	Financial Deficit 2023
	Family Hub Cluster C - Huddersfield	Financial Deficit 2024
	Non-Moderated Schools KS2 - 2024	Kirklees Community Hubs: ABC
	Schools with Round Table Meetings 2024/25	Kirklees Community Hubs: B Best
		Kirklees Community Hubs: Castle Community

Account Details Users

A Imported Data Detail

Add User User Groups

Thank you for your time and participation

Today's slides are already on the Nexus Help Centre <u>https://ncer.zendesk.com/hc/en-</u> gb/articles/24731006665245-Webinar-Exploring-thefunctionality-of-Nexus-12th-February-2025

Any remaining / useful Q&A from chat will be uploaded as soon as possible to the same page

The video of this session will follow within 7 days

