



Department
for Education

Check Your Performance Measures Data (CYPMD)

2026 KS4 Autumn checking exercise

**Guidance for all state funded secondary
schools, registered independent schools
and FE sector colleges with 14 to 16
provision**

September 2026

Contents

Contents	2
Summary	3
Introduction	4
Changes since 2025	5
Action your school needs to take	6
CYPMD Help Centre	8
Closed schools	8
Pupils included in the calculation of key stage 4 data	8
Checking your school's performance measures data	10
Results Enquiries	13
Pupil inclusion requests	14
Adding an unlisted pupil	14
Pupil removal requests and information/evidence requirements	15
Full return summary	16
Further information	17
Key dates	18

Summary

It is very important that you read this guidance carefully.

This guidance is from the Department for Education (DfE) and is non statutory. It has been produced to help state funded secondary schools, special schools, independent schools and FE colleges with 14 to 16 provision understand their responsibilities in relation to the school and college checking exercises.

In this guidance:

- where we use the term 'school', we mean any establishment that is eligible to engage with the key stage 4 (KS4) Autumn checking exercise
- where we say 'pupil', we recognise that FE colleges with 14 to 16 provision refer to their learners as students
- where we refer to the 2026 spring census day, this was 15 January 2026, please see here: [Census Dates Guidance](#) for further information
- where we use the term 'this checking exercise', we mean the 2026 KS4 Autumn Checking Exercise

Who is this guidance for?

This guidance is for:

- school leaders, school staff and governing bodies in all state funded secondary schools (maintained schools, academies, free schools, studio schools and university technical colleges)
- special schools (maintained schools, academies and free schools)
- registered independent schools
- further education colleges with 14 to 16 provision

Expiry or review date

This guidance will next be reviewed ahead of the 2027 KS4 Autumn checking exercise.

Introduction

The DfE publish school performance measures each year. The publication of performance measures provides an easily accessible source of comparative information on attainment and progress in schools.

The 2025/26 KS4 performance measures will report achievements of pupils who have completed their KS4 studies in the 2025/26 academic year. This may include qualification results achieved in earlier academic years, for example 2024/25.

The 2025/26 KS4 performance measures will not include Progress 8. Due to Covid impacted years, there is no KS2 prior attainment data available which is used to calculate Progress 8. There will be no replacement for Progress 8 for 2025/26.

In addition to this, we announced in our [response](#) to the final report of the [Curriculum and Assessment Review](#), that with effect from the 2025/26 academic year, we will remove English Baccalaureate (EBacc) headline and additional measures.

Schools were asked to check the correct pupils were listed at the end of KS4 as part of the 2026 KS4 June checking exercise. The **provisional** data provided in this checking exercise reflects all amendments made to pupil level data during the 2026 KS4 June checking exercise that were accepted.

The department will publish provisional school performance measures on 15 October 2026. **Pupil amendment requests or any results enquiries raised during the 2026 KS4 Autumn checking exercise will not be reflected in the provisional publication.**

As part of this checking exercise, you can notify us of inaccuracies in your school data. We will try to rectify any inaccuracies in your school data ahead of the revised publication in early 2027.

Revised school performance measures data reflecting amendment requests accepted during this checking exercise will be published in early 2027.

We will share revised data with you ahead of publication, during a revised data release in early 2027 on the KS4 Checking Exercise Portal.

Further information on how KS4 performance measures are calculated can be found here: [Secondary accountability measures \(including Progress 8 and Attainment 8\)](#).

Changes since 2025

1. You can now request to 'add' a pupil in the [KS4 Checking Exercise Portal](#) rather than via an online form. Page 14 of this guidance provides further information.
2. The process for submitting your school's 'full return summary' during this checking exercise has been improved. There are now additional prompts and clearer wording within the [KS4 Checking Exercise Portal](#) to provide further clarity on when and how a 'full return summary' should be submitted (if applicable). Please refer to the 2026 KS4 Autumn 'How to' guide for step-by-step instructions, the guide will be available on the [CYPMD Help Centre](#) prior to this checking exercise opening.
3. CSV files are now ordered alphabetically by surname. Pupils' results have also been separated into two CSV files for 'included pupils' and 'non included pupils'.

Action your school needs to take

This checking exercise will open on **Monday 5 October 2026** and close at **5:00pm on Friday 16 October 2026**. You can access this checking exercise here: [KS4 Checking Exercise Portal](#).

You are advised to access the [KS4 Checking Exercise Portal](#) on ‘day one’ of this **checking exercise**. Evidence shows us that many schools wait until the last few days of a checking exercise to do this. If you need to contact the CYPMD Helpline about your pupil data, you need to do this **as soon as possible once this checking exercise has opened** in case you are required to take any action within the [KS4 Checking Exercise Portal](#) before **5:00pm on Friday 16 October 2026**.

Your school should take the following action by 5:00pm on Friday 16 October 2026:

- **familiarise yourself with the ‘KS4 Autumn How to Guide’** which will be available on the [CYPMD Help Centre](#) prior to this checking exercise opening. This will ensure that you fully understand the steps required to check your school’s performance measures data, and if necessary, request amendments to your school’s data
- **download your school’s pupil CSV file/s and check that we have listed the correct pupils at the end of KS4.** If you think your pupil list is incorrect, please raise relevant pupil amendments to request to add, include or remove a pupil in the [KS4 Checking Exercise Portal](#)
- **download your school’s results CSV file/s and check that we have attributed the correct results against each pupil.** These checks are important to ensure the accuracy of your school’s revised performance measures data published in early 2027
 - if you think a pupil’s results are missing or incorrect, please refer to the Results Enquiries Guidance which will be available on the [CYPMD Help Centre](#) prior to this checking exercise opening
 - the results enquiries portal will remain open **until early 2027**
- **download your school’s summary performance measures data**
- **sign out** of the [KS4 Checking Exercise Portal](#) if your school **does not** need to request any pupil amendments, you do not need to take any further action or submit any confirmation
- if your school **does** need to request amendments to your school’s pupil data, please complete all pupil amendments. Further information and evidence requirements can be found throughout this guidance document

- **submit your school's 'full return summary'.** Once your school has made **all** individual pupil amendment requests, a 'full return summary' must be submitted
 - you should refer to the '2026 KS4 Autumn How to Guide' which will be available on the [CYPMD Help Centre](#) prior to this checking exercise opening, to ensure that you have a full understanding of when and how the 'full return summary' is submitted **before** you complete this step
 - more than one user can request amendments to your school's pupil data. Requests can be made over different days, individual amendment requests can be edited, information/evidence can be amended throughout the two-week checking exercise period. However, **by 5pm on Friday 16 October 2026**, one user must submit your school's 'full return summary'
- **keep a copy of the 'full return summary' confirmation email.** Once you have submitted your school's 'full return summary' you will receive a confirmation email. If this confirmation email has not been received within 24 hours of the submission of your school's 'full return summary' please [send a message](#) to the CYPMD Helpline
 - if your school's 'full return summary' **is not** submitted, your individual pupil amendment requests will not be visible and therefore **cannot** be considered
 - once your school's 'full return summary' has been submitted, your school **will no longer** be able to request any further pupil amendments or amend any requests already made

Please note:

- any pupil amendment requests or results enquiries raised during this checking exercise **cannot** be considered in time for inclusion in the provisional publication
- the ability to raise results enquiries within the results enquiries portal will still be available after you have submitted your school's 'full return summary'
- there will be no further opportunity for your school to make pupil amendment requests after this checking exercise
- requests submitted during this checking exercise that should have been submitted in the 2026 June checking exercise will be rejected
- we will reject any requests to amend a pupil during this checking exercise that your school previously requested to amend during the 2026 June checking exercise

CYPMD Help Centre

The **CYPMD Help Centre** is the main source of information for the CYPMD service.

In advance of this checking exercise opening, the **CYPMD Help Centre** will have all the guidance you will need to check your pupil and results data. You should read all associated guidance that we provide in full **before** you check your school's data and, if necessary, request any pupil amendments or raise any results enquiries.

You should save the **CYPMD Help Centre** to your favourites for future ease of access.

Closed schools

To ensure that the correct institution is held accountable for a particular year's performance measures, results are attributed to whatever the institution was at the beginning of that academic year. To take account of differing start of term dates, we treat the beginning of an academic year as 12 September.

If a school closed and reopened, retaining their original 7-digit LA Establishment number, in most cases we class these as a continuing school. If a school closed and reopened with a new LA Establishment number, we class these as a 'fresh start' for accountability purposes.

Pupils included in the calculation of key stage 4 data

KS4 **provisional** performance measures and associated national statistics will be published on 15 October 2026. Relevant revisions to these, reflecting amendment requests accepted as part of this checking exercise, will be published in early 2027.

All statistics will report on the attainment, entry and destination measures of pupils at the end of KS4. For the purpose of calculating KS4 performance measures, a pupil is treated as being at the end of KS4 if they have completed their GCSE, or equivalent, studies regardless of their age.

Provisional data published on 15 October will reflect all pupil amendment requests made during the 2026 KS4 June checking exercise that were accepted.

State funded schools

Pupils are identified as being at the end of KS4 if they were on roll at the school and in year 11 at the time of the 2026 spring (January) school census.

Independent schools

As the school level annual school census (SLASC) completed by independent schools does not give the department individual pupil level information, we attribute pupils to schools based on exam results received from awarding organisations (AOs) and so may include external candidates who have sat exams at the school, or those who have previously been reported at the end of KS4 and are resitting exams this year.

The SLASC totals for pupils at the end of KS4 are usually used as the basis for the school number on roll (NOR). The NOR figure is used as the denominator when calculating percentage-based performance measures.

An exception is made if the number of pupils listed due to exam results data is greater than the NOR census total. Where our data shows that your school has exam results for more pupils than were reported in the SLASC return for the end of KS4 total, we will amend the school level 'NOR' figure to a value derived from the number of candidates with exam results attributed to your school. Please refer to your school's SLASC return to view your school's NOR.

IMPORTANT - there is no facility to amend errors on SLASC returns during this checking exercise. You can refer to page 10 of the following guidance for further information: [School level annual school census: registered independent schools](#).

FE colleges with 14 to 16 provision

Exam results data and Individualised Learner Record (ILR) information is used to attribute KS4 students to your college. It is possible the list of KS4 students may include external candidates who have sat exams at the college, or those who have previously been reported at the end of KS4 and are resitting exams this year.

Add-backs

During the 2025 KS4 June checking exercise, if a state funded school requested to change a pupil's year group from year 11 to year 10, these pupils have been 'added-back' to the school this year. The pupil will be included in the calculation of the school's 2025/26 performance measures, even though they may no longer be on roll.

Please note, if your school made any other type of pupil removal request during the 2025 June checking exercise, and this request was accepted, these pupils will not be 'added-back' to your school this year.

If, during the 2026 KS4 June checking exercise you requested a pupil aged 15 or over to be recorded as year 10 this year (so that they are not treated as being at the end of KS4 in this year's performance measures) and the request was accepted, under our 'add-back' rule, they will be reported against your school next year.

Checking your school's performance measures data

You can view and download CSV files in the [KS4 Checking Exercise Portal](#) to check the pupils and their results attributed to your school.

If there is no data to share with a school, there will be no CSV file links displayed on the [KS4 Checking Exercise Portal](#).

The [2026 KS4 Autumn CSV Guidance](#) documents are available on the [CYPMD Help Centre](#). These documents will help you interpret the pupil and results CSV files.

Pupil CSV files

To check your school's pupil data, you will be able to download up to two pupil CSV files from the [KS4 Checking Exercise Portal](#). The pupil data contained in these CSV files will reflect any accepted pupil amendment requests made during the 2026 KS4 June checking exercise:

- the **'pupil included'** CSV file will contain only pupils **'included'** in the calculation of your school's performance measures data
- the **'pupil non included'** CSV file will contain only pupils who are **'not included'** in the calculation of your school's performance measures data, for example a pupil who joined your school roll after 2026 spring (January) census day, or those 15-year-olds who are not in year 11

Results CSV files

To check your **provisional** results data, you will be able to download up to two 'results' CSV files from the [KS4 Checking Exercise Portal](#):

- the **'results: pupils included'** CSV file will contain results for the pupils **'included'** in the calculation of your school's performance measures data
- the **'results: pupils non included'** CSV file will contain results for the pupils that are **'not included'** in the calculation of your school's performance measures data

These CSV files will contain information based on the **data received from AOs up to and including 16 September 2026**.

Please note that the AOs submitted data at different times throughout August and September, so the latest award dates provided differ for each AO depending on when they submitted their data. The official deadline for the data collection was 21 August 2026, but some AOs did submit afterwards, and we have included any data received up to and including **16 September 2026**, which will include some grade changes made after results day.

Data received from AOs between 17 September 2026 and 30 October 2026 will be included in **revised** performance measures data published in early 2027.

School summary CSV file

To check your school's **provisional** summary data, you will be able to download a 'school summary data' CSV file from the [KS4 Checking Exercise Portal](#). Your school's summary data file will reflect any accepted pupil amendment requests made during the 2026 KS4 June checking exercise.

This CSV file will contain information based on:

- pupils who are attributed to your school (including any accepted add/include pupil amendment requests made during the 2026 KS4 June checking exercise)
- the results data attributed to those pupils described above **received from AOs up to and including 16 September 2026**

June decisions CSV file

To view the decisions for pupil amendment requests made during the 2026 KS4 June checking exercise you can download a 'June decisions' CSV file from the [KS4 Checking Exercise Portal](#).

Late results CSV file

This year, there **will not** be a separate 'first late results' CSV file. Improvements to our processing have enabled us to include additional data from AOs in your school's main results CSV files, which will be available when the KS4 Autumn checking exercise opens.

There **will be** a late results file shared in November and we will write to schools when this is available on the [KS4 Checking Exercise Portal](#).

The November late results file will contain information based on **data received from AOs between 17 September 2026 and 30 October 2026**

- please note that 30 October 2026 is the deadline for receipt of data from AOs regardless of the award date

All late results/re-marks contained in your late results CSV file will be included in revised data published in early 2027. These results will not be included in provisional data published in October 2026.

We have created a visual representation of the timelines of the AO data we receive:

Data received from AO by	Which results CSV file will contain these results	When can you view this in the KS4 CYPMD portal	Which publication will these results be included in
16/09/2026	Main results CSV file	05/10/2026	Provisional
30/10/2026	November late results CSV file	Late November	Revised
03/02/2027	N/A	N/A	Final

Mobile pupils

Pupil mobility is only calculated for state funded schools. A 'mobile' pupil is a child who joined a state funded school after the start of year 10. A 'non mobile' pupil is a child who was at the state funded school throughout both year 10 and year 11.

There is no facility to change admission dates in the checking exercise. Where state funded schools have a high percentage of mobile pupils with an earlier admission date provided in a previous state funded school census, the admission date has been updated to the previous value.

These pupils will no longer be showing as mobile, for example, where state funded schools have a high percentage of mobile pupils with an earlier admission date provided in previous state funded school census (e.g. because of a school closing and reopening on the same site), the admission date has been updated to the previous value.

If the pupils do not have an earlier admission date in a previous state funded school census record, these will continue to be counted as mobile pupils when calculating related mobility indicators in a state funded school's summary data.

Results Enquiries

The results enquiries portal is separate from the main [KS4 Checking Exercise Portal](#) and **will remain open until early 2027**.

Please refer to the 2026 Autumn Results Enquiries Guidance for further information before you raise a results enquiry. This guidance will be available on the [CYPMD Help Centre](#) prior to this checking exercise opening.

Within the results enquiries portal, you will be able to raise the following results enquiries:

- missing qualification
- a result that does not belong to a pupil
- graded music exams not credited to your school
- incorrect grade **(these enquiries should only be raised after you have checked your school's late results file which will be available in late November)**

A pupil's results will include all the results attributed to that pupil regardless of where the pupil sat the exam.

Please note that any results enquiries raised will not change provisional performance measures data published in October.

Pupil inclusion requests

If, when checking your school's '**pupil non included**' CSV file, you identify a pupil who is listed that you wish to be 'included' in your school's performance measures data you will need to complete a pupil inclusion request on the [KS4 Checking Exercise Portal](#).

There are no mandatory information/evidence requirements for a pupil inclusion request, but you will have the opportunity to provide optional information/evidence to support your pupil inclusion request.

We will not accept an inclusion request for a pupil whose year group has been adjusted to year 12, as a pupil can't be reported in published performance measures data twice.

We will not accept a request to include a pupil during this checking exercise if you have previously requested to remove the pupil during the 2026 KS4 June checking exercise and this request was accepted.

Adding an unlisted pupil

You can request to add a pupil during this checking exercise in the [KS4 Checking Exercise Portal](#).

IMPORTANT – before requesting the addition of a pupil, you should check your school's pupil CSV files to ensure that the pupil you wish to add **is not listed** in either of your school's pupil CSV files.

Do not request the addition of a pupil who **is not** at the end of KS4 (not in year 11) and has not sat exams this year. You should only add a pupil who you wish to be held accountable for in this year's published performance measures data.

Information requirements

Please provide the following information. It is important you provide sufficient information about the pupil, otherwise we will be unable to add the pupil to your school:

1. Forename
2. Surname
3. Date of birth
4. Sex
5. UPN
6. Admission date
7. SEN status
8. Year group
9. An explanation confirming why this pupil should be added to your school's performance measures data.

Pupil removal requests and information/evidence requirements

Pupil removal options are very limited for this checking exercise as you were asked to check that we had attributed the correct KS4 pupils to your school for the purpose of calculating 2025/26 performance measures during the 2026 KS4 June checking exercise.

Requests can only be submitted to remove pupils from being included in the calculation of your school's performance measures for the following reasons:

- merge pupils
- pupil not on June list

If your pupil removal request **does not** fit into one of the removal categories above, you will not be able to submit a request to remove the pupil.

We will reject any requests to remove a pupil during this checking exercise that your school previously requested to remove during the 2026 June checking exercise.

All other pupil removal requests should have been made during the 2026 KS4 June checking exercise.

Information/Evidence

All requests and information/evidence must be submitted by **5.00pm on Friday 16 October 2026**.

Merge pupils

Criteria

If we have incorrectly listed duplicate pupil records because of differences, for example, in names or dates of birth, you can submit a request to merge two pupil records into one.

Information/evidence requirements

All information/evidence requirements listed in bold are mandatory and **must** be provided. Cases submitted without the mandatory information/evidence will be rejected:

1. **CYPMD ID (found in the pupil CSV file) of the pupil record to be deleted and merged, and**
2. Further details about the reasons the pupil records need to be merged.

Pupil not on June list

Criteria

If, when checking your school's 2026 KS4 Autumn checking exercise '**pupil included**' CSV file, you notice a pupil that **was not** listed in the 2026 KS4 June pupil CSV file as being at

the end of KS4 and included in the calculation of your school's performance measures, you can submit a request to remove that pupil.

IMPORTANT – If this pupil was listed in the 2026 KS4 June 'pupil included' CSV file at your school, your request to remove this pupil will be rejected.

Information/evidence requirements

No evidence or information is required to support this removal request. We will check against your school's 2026 KS4 June 'pupil included' CSV file, and we will reject every case where we find the pupil **was** listed in your school's 2026 KS4 June 'pupil included' CSV file.

There is the functionality to upload evidence, and an opportunity to tell us any details we might need, for example if the pupil's name has changed between June and this checking exercise.

Full return summary

When your school has made **all** of your individual pupil amendment requests you will need to submit your school's 'full return summary' on the [KS4 Checking Exercise Portal](#).

Please refer to the '2026 KS4 Autumn How to Guide', which will be available on the [CYPMD Help Centre](#) prior to the checking exercise opening, to ensure you have a full understanding of when and how the 'full return summary' is submitted **before** this step is taken.

The ability to raise results enquiries in the results enquiries portal will still be available after you have submitted your school's 'full return summary'.

Further information

If you have a query regarding your results data contained in the [KS4 Checking Exercise Portal](#), please refer to the 'Results Enquiries Guidance' document which will be available on the [CYPMD Help Centre](#) prior to the checking exercise opening.

If you have a query regarding the pupil data contained on the [KS4 Checking Exercise Portal](#), please [send a message](#) (selecting the 'Pupil/student enquiry' option) or call the CYPMD helpline on 03001312762.

If you have logged into the [KS4 Checking Exercise Portal](#) and encounter a technical issue, for example an issue with your school CSV files, please [send a message](#) to the CYPMD helpline selecting the 'Technical issue' option.

If you encounter any technical difficulties creating a DfE Sign-in account or have forgotten your login details, please go to this contact form: [DfE Sign-in \(education.gov.uk\)](#)

Additional guidance

Further guidance about school performance measures and accountability arrangements can be found here: [Secondary accountability measures \(including Progress 8 and Attainment 8\)](#).

Key dates

Date	Activity
5 October 2026	The KS4 Checking Exercise Portal opens.
16 October 2026	The KS4 Checking Exercise Portal closes for submission of amendments and information/evidence. All pupil amendment requests, supporting information/evidence and the school's 'full return summary' must be submitted electronically before the checking exercise closes at 5:00pm .
Late November 2026	November late results file released on the KS4 Checking Exercise Portal. Any incorrect grade enquiries should not be submitted until this late results file has been shared. The results enquiries portal will remain open until early 2027.

© Crown copyright 2026

This publication (not including logos) is licensed under the terms of the Open Government Licence v3.0 except where otherwise stated. Where we have identified any third party copyright information you will need to obtain permission from the copyright holders concerned.

To view this licence:

visit www.nationalarchives.gov.uk/doc/open-government-licence/version/3

email psi@nationalarchives.gsi.gov.uk

write to Information Policy Team, The National Archives, Kew, London, TW9 4DU

About this publication:

enquiries www.education.gov.uk/contactus

download www.gov.uk/government/publications

Reference: [000-000-000]



Follow us on Twitter:
[@educationgovuk](https://twitter.com/educationgovuk)



Like us on Facebook:
facebook.com/educationgovuk