

## Class Size Information System Electronic File Format – Version 4.0

### School Authority Header

Position	Content	Format		Mandatory	Sample
1	Header start (always H)	A	1	Yes	H
2-5	School Authority Code	A	4	Yes	3020
6-9	School Year	N	4	Y	2006
10-17	File Creation Date	A	8	Yes	20060930
18-20	File Specification Version	N	3	Yes	004
21-110	Filler	A	94	Yes	

### School Header

Position	Content	Format		Mandatory	Sample
1	Header start (always H)	A	1	Yes	H
2-5	School Code	A	4	Yes	7051
6-10	Total Teaching Assistants	N	5	Yes	010.5
11-15	Total Special Needs Assistants	N	5	Yes	009.0
16-110	Filler	A	95	Yes	

### School Detail

Position	Content	Format		Mandatory	Sample
1	Detail start (always D)	A	1	Yes	D
2-5	Subject Code (see table below)	A	4	Yes	1000
6-45	Grade	A	40	Yes	10
46-95	Class Identifier	A	50	Yes	English 10A
96-98	Total number of students in class	N	3	Yes	025
99-101	Number of code 40 students	N	3	Yes	003
102-104	Number of code 30/50 students	N	3	Yes	004
105-107	Number of code 80 students	N	3	Yes	005
108-110	Number of ESL students	N	3	Yes	006
111-113	Number of students participating in video conferencing (offsite)	N	3	No	007

### School Trailer

Position	Content	Format		Mandatory	Sample
1	Trailer start (always T)	A	1	Yes	T
2-5	School Code	A	4	Yes	7051
6-8	Number of classes reported	N	3	Yes	012
9-110	Filler	A	102	Yes	

### School Authority Trailer

Position	Content	Format		Mandatory	Sample
1	Trailer start (always T)	A	1	Yes	T
2-5	School Authority Code	A	4	Yes	3020
6-8	Number of schools reported	N	3	Yes	015
9-110	Filler	A	102	Yes	

## Subject Codes

<b>1000</b>	English/French Language Arts
<b>1100</b>	Mathematics
<b>1110</b>	Pure Math
<b>1120</b>	Applied Math
<b>1200</b>	Science
<b>1210</b>	Biology
<b>1220</b>	Chemistry
<b>1230</b>	Physics
<b>1300</b>	Social Studies
<b>1400</b>	Health
<b>1500</b>	Physical Education
<b>1600</b>	Career and Life Management

<b>1700</b>	Art
<b>1710</b>	Music
<b>1720</b>	Drama
<b>1800</b>	Second Languages
<b>1900</b>	Religions Instruction/Studies
<b>2000</b>	Environmental and Outdoor Education
<b>2100</b>	Social Science
<b>2200</b>	Career and Technology Studies
<b>2300</b>	Integrated Occupation Program
<b>2400</b>	Special Education
<b>2500</b>	Early Childhood Services
<b>8000</b>	Locally Developed Course
<b>9000</b>	Other

### Notes:

New changes are marked in [blue](#) text

Multiple grades in the same class separated by slash (“/”), e.g. a split Grade 4/5 class would be “4/5”. Valid grades are ECS, EC, K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12.

Subject code 2500 (ECS) requires that the ‘Grade’ have a value of ‘ECS’. If more than one grade including ECS is in the same class, e.g. ECS/1, ‘Subject’ must specify all subjects taught.

Student counts for subject codes 1110 and 1120 should be combined with code 1100 as both Pure and Applied Math are being reported under Mathematics.

[Number of Special Needs Assistants cannot exceed Total Number of Teaching Assistants.](#)

[Total number of students includes both onsite and offsite \(video-conferencing\).](#)

[Sum of students designated as special needs \(Code 40 and Code 30/50\) cannot exceed total number of students in class.](#)

[Number of students designated Code 80 cannot exceed total number of students in class.](#)

[Number of ESL students cannot exceed total number of students in class.](#)

[Number of students participating in video conferencing cannot exceed total number of students in class.](#)

Files are to be submitted as **fixed-length** ASCII text (MSDOS CRLF delimited).

Files can be uploaded multiple times, but each submission will overwrite any existing data for the schools contained in the file.