

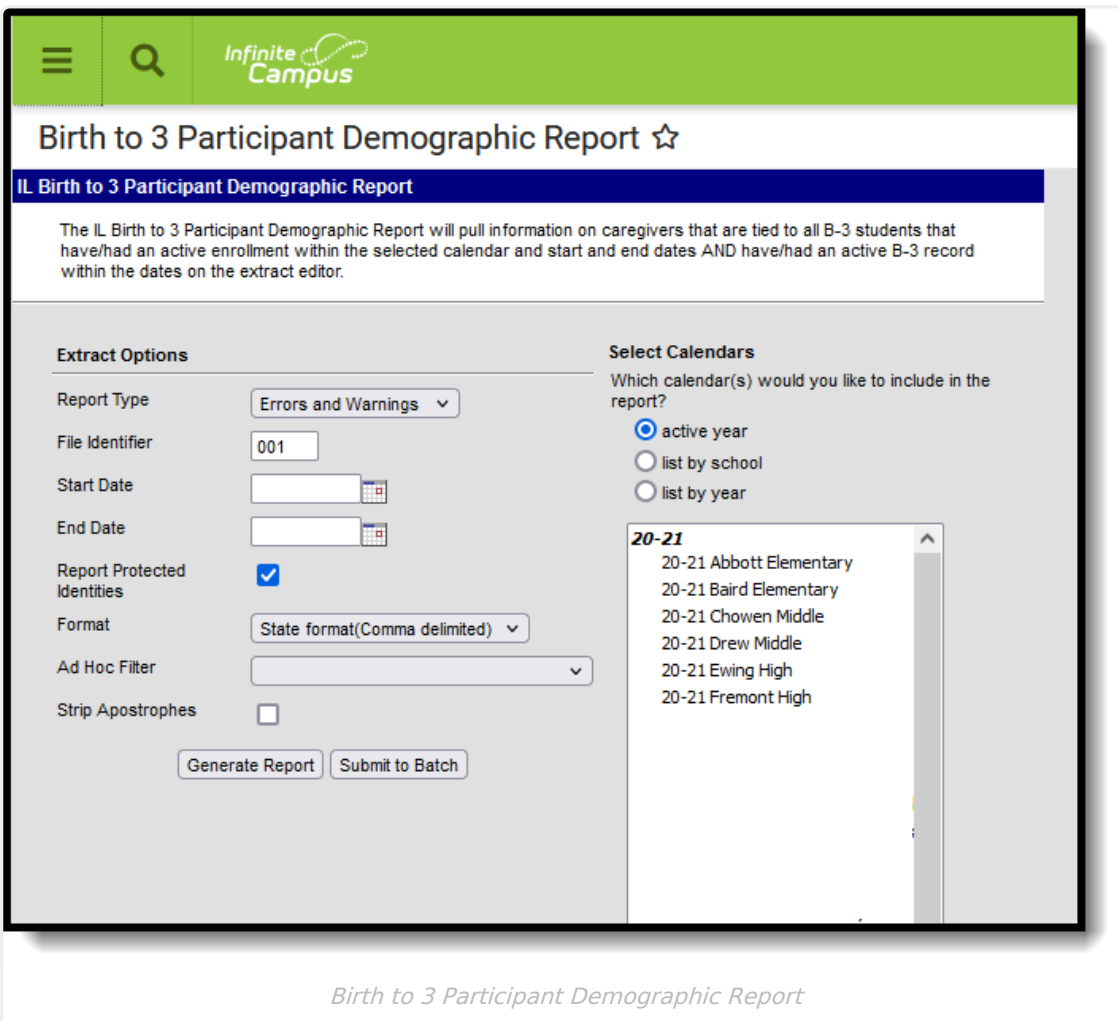
Birth to Three Participant Demographic Report (Illinois)

Last Modified on 10/21/2024 8:20 am CDT

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Tool Search: Birth to 3 Year Participant Demographic Report

The Birth to Three Participant Demographic Report collects information on the caregivers assigned to students who have Birth to 3 Records.



Birth to 3 Participant Demographic Report

Report Logic

Students must have the following in order to be included on the report:

- An active enrollment record (either Primary, Partial or Special Education) in **State Grade Level 00** during the dates selected in the extract editor within the selected calendar.
- A Birth to 3 record that falls within the start dates entered on the extract editor.
- A Caregiver selected on the Birth to 3 record.

If the student has more than one record that meets the above requirement, the most recent record based on the start date reports.

If there are multiple Birth to 3 records but there is no caregiver selected, the student does not report.

If there are multiple caregivers for a student, the student reports multiple times on the report, once for each caregiver.

If a caregiver is assigned to multiple students, that caregiver also reports multiple times.

State Excluded students and students considered No Show do not report.

Report Editor

The following fields are available for selection.

Field	Description
Report Type	Selection indicates what Demographic Report generates. Select either the B-3 Caregiver Report or the Errors and Warnings Report .
File Identifier	Indicates the 3-digit number attached to the end of the file name and is used to differentiate the file from the other files generated.
Start Date	First date that should be included on the report to return caregiver information. This date is auto-populated with the start date of the calendar selected in the Campus toolbar. Dates are entered in <i>mmdyy</i> format or can be selected by using the calendar icon.
End Date	Last date that should be included on the report to return caregiver information. This date is auto-populated with the end date of the calendar selected in the Campus toolbar. Dates are entered in <i>mmdyy</i> format or can be selected by using the calendar icon.
Report Protected Identities	When marked, student identity information (last name, first name, etc.) reports from the Protected Identity Information fields.
Format	The report can be generated in HTML, Fixed Width or Comma Delimited (state format).
Ad hoc Filter	If desired, the student set can be limited to only those students included on an ad hoc filter.

Field	Description
Strip Apostrophes	<p>When marked, the following marks are removed from student names and other reported data:</p> <ul style="list-style-type: none"> • Apostrophes ('), Commas (,), Periods (.) • Umlaut (Ö) • Tilde (Ñ) • Grave Accents (Ò), Acute Accents (Ó) • Circumflex (Ô) <p>When not marked, these marks are not removed.</p>
Calendar	<p>Only one calendar can be selected for this report. The calendar selected in the Campus toolbar is auto-selected. Calendars can be selected by active year, by school or by year.</p>
Report Generation	<p>The report can be marked to generate immediately using the Generate Report button or can be marked to generate at a later time using the Submit to Batch button. See the Batch Queue information for additional guidance.</p>

Generate the Errors and Warnings Report

1. Select **Errors and Warnings** from the **Report Type** field.
2. Enter the **File Identifier** number.
3. Enter the **Start Date** of the report.
4. Enter the **End Date** of the report.
5. If desired, mark the **Report Protected Identities** checkbox.
6. Select the desired **Format** of the report.
7. If desired, select an **Ad hoc Filter**.
8. If desired, mark the **Strip Apostrophes** checkbox.
9. Select a **Calendar** from which to report the Birth to Three Caregiver information.
10. Click the **Generate Extract** button to display the report immediately, or use the Submit to Batch button to choose when the results display.

The Errors and Warnings Report lists the following:

- Caregivers missing required reporting information.
- Students who have Birth to Three records but are not assigned caregivers.

Correct these issues before before submitting the information to the state.

Header Records:1

FileType	TotalRecords	FileName	FileDate	RCDTS
Caregiver Demographic	0	Caregiver_Warning_31070300026_03302015_001.html	03/30/2015	310703000260000

Warning 01: The following B-3 Caregivers are missing one or more piece(s) of required reporting information.

Number of Records:5

StudentNumber	B3StudentName	CaregiverLastName	CaregiverFirstName	MissingFields
123456	Student, Arthur	Parent	Francis	Race Ethnicity
234567	Student, Beth	Parent	George	Race Ethnicity
345678	Student, Cameron	Parent	Heather	Race Ethnicity, Birth Date
456789	Student, Deena	Parent	Ivan	Race Ethnicity, Birth Date
567890	Student, Elias	Parent	Jemimah	Race Ethnicity, Birth Date

Warning 02: The following B-3 Records have no caregiver assigned to them.

Number of Records:29

StudentNumber	B3StudentName
678901	Student, Karl
789012	Student, Louisa
890123	Student, Matt
901234	Student, Nellie
987654	Student, Ollie

Birth to 3 Participant Warning Report

Generate the B-3 Caregiver Report

1. Select **B-3 Caregiver Report Type** from the **Report Type** field.
2. Enter the **File Identifier** number.
3. Enter the **Start Date** of the report.
4. Enter the **End Date** of the report.
5. If desired, mark the **Report Protected Identities** checkbox.
6. Select the desired **Format** of the report.
7. If desired, select an **Ad hoc Filter**.
8. If desired, mark the **Strip Apostrophes** checkbox.
9. Select a **Calendar** from which to report the Birth to Three Caregiver information.
10. Click the **Generate Extract** button to display the report immediately, or use the Submit to Batch button to choose when the results display.

Header Records:1

FileType	TotalRecords	FileName	FileDate	RCDTS
Birth to Three Caregiver	1	Caregiver_Demographic_31045300026_02142022_001.html	02/14/2022	310453000260000

Birth 3 Participant Demographic Records:1

StudentID	SAPID	StudentsLastName	StudentsFirstName	StudentsBirthdate	RCDTSforHomeSchool	RCDTSforServingSchool	CaregiversRelationshipToChild	CaregiversSISStudentID	CaregiversFirstName	CaregiversLastName
123456789	123456	Student	Arlo	04/28/2019	310453000263001	310453000263001	05		Amber	Staff

Birth to 3 Caregiver's Report - HTML Format

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Birth to Three Caregiver	1	Caregiver_Demographic_31045300026_02142022_001.csv	2/14/2022	3.10453E+14									
2	123456789	123456	Student	Arlo	4/28/2019	3.10453E+14	3.10453E+14	5		Amber Staff	5/15/1986		4	
3														
4														
5														

Birth to 3 Caregiver's Report - State Format (Comma Delimited)

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*Caregiver_Demographic_31045300026_02142022_001 - Notepad
File Edit Format View Help
Birth to Three Caregiver1Caregiver_Demographic_31045300026_02142022_001.txt02/14/2022310453000260000
123456789      123456 Student ArLo 04/28/2019      31045300026      300131045300026 300105 Amber Staff 05/15/1986      04
  
```

Birth to 3 Caregiver's Report - Fixed Width Format

Report Layout

Report Header

Element	Description	Location
File Type	The name of the extract being generated. Always reports a value of <i>Birth to Three Caregiver</i> .	N/A
Total Records	The total number of records included in the report.	N/A
File Name	Caregiver_Demographic_RCDT or District Name_Date (mmddyyyy)_File Identifier (i.e., 500821040020000_06222005_001.txt)	N/A
File Date	Date the report was generated.	N/A
RCDTS	The Region-County-District-Type-School code that uniquely identifies the school generating the extract. <i>RRCCDDDDDTSSSS, 15 characters</i>	School & District Settings > District Information > State District Number, Type, Region Number, County; School & District Settings > School Information > State School Number District.districtID; District.county; District.region; School.number

Report

Data Element	Description	Location
Student ID	Reports the student's state ID. <i>Numeric, 9 digits</i>	Census > People > Demographics > Person Identifiers > Student State ID Person.stateID

Data Element	Description	Location
SAP ID	<p>Reports the student's local student number.</p> <p><i>Numeric, 9 digits</i></p>	<p>Census > People > Demographics > Person Identifiers > Student Number</p> <p>Person.studentNumber</p>
Student's Last Name	<p>Student's legal last name.</p> <p>When the Report Protected Identities checkbox is marked on the report editor, the student's last name reports from the Legal Last Name field if populated.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Census > People > Identity Information > Last Name</p> <p>Identity.lastName</p> <hr/> <p>Census > People > Identities > Protected Identity Information > Legal Last Name</p> <p>Identity.legalLastName</p>
Student's First Name	<p>Student's legal first name.</p> <p>When the Report Protected Identities checkbox is marked on the report editor, the student's first name reports from the Legal First Name field if populated.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Census > People > Identity Information > First Name</p> <p>Identity.firstName</p> <hr/> <p>Census > People > Identities > Protected Identity Information > Legal First Name</p> <p>Identity.LegalfirstName</p>
Student's Birth date	<p>Student's date of birth.</p> <p><i>Date field, 10 characters (MM/DD/YY)</i></p>	<p>Census > People > Demographics > Person Information > Birthdate</p> <p>Identity.birthDate</p>
RCDTS for Home School	<p>The Region-County-District-Type-School code that uniquely identifies the school generating the extract.</p> <p><i>RRCCDDDDTTSSSS, 15 characters</i></p>	<p>School & District Settings > District Information > State District Number, Type, Region Number, County; School & District Settings > School Information > State School Number</p> <p>District.districtID District.county District.region School.number</p>

Data Element	Description	Location
RCDTS for Serving School	<p>The Region-County-District-Type-School code that uniquely identifies the school generating the extract.</p> <p><i>RRCCDDDDDTTSSSS, 15 characters</i></p>	<p>Student Information > General > Enrollments > State Reporting Fields > Serving District, Serving School</p> <p>Enrollment.servingSchool</p> <hr/> <p>School & District Settings > District Information > State District Number, Type, Region Number, County; School & District Settings > School Information > State School Number</p> <p>District.districtID District.county District.region School.number</p>
Caregiver's Relationship to Child	<p>Reports the relationship of the caregiver to the student. See the Birth to Three Years article for a list of options.</p> <p><i>Numeric, 2 characters</i></p>	<p>Student Information > General > Birth to 3 > Birth to 3 Caregiver > Relationship</p> <p>ILBirthto3Caregiver.relationship</p>
Caregiver's SIS Student ID	<p>Reports the caregiver student ID number assigned in ISBE.</p> <p><i>Numeric, 9 digits</i></p>	<p>Census > People > Demographics > Person Identifiers > Student State ID</p> <p>Person.stateID</p>
Caregiver's First Name	<p>Caregiver's legal first name.</p> <p>When the Report Protected Identities checkbox is marked on the report editor, the student's first name reports from the Legal First Name field if populated.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Census > People > Identity Information > First Name</p> <p>Identity.firstName</p> <hr/> <p>Census > People > Identities > Protected Identity Information > Legal First Name</p> <p>Identity.LegalfirstName</p>

Data Element	Description	Location
Caregiver's Last Name	<p>Caregiver's last name.</p> <p>When the Report Protected Identities checkbox is marked on the report editor, the last name reports from the Legal Last Name field if populated.</p> <p><i>Alphanumeric, 30 characters</i></p>	<p>Census > People > Identity Information > Last Name</p> <p>Identity.lastName</p> <hr/> <p>Census > People > Identities > Protected Identity Information > Legal Last Name</p> <p>Identity.legalLastName</p>
Caregiver's Birth Date	<p>Caregiver's date of birth.</p> <p><i>Date field, 10 characters (MM/DD/YYYY)</i></p>	<p>Census > People > Demographics > Person Information > Birthdate</p> <p>Identity.birthDate</p>
Caregiver's Race	<p>General racial category of the caregiver.</p> <p><i>Numeric, 2 characters</i></p>	<p>Census > People > Demographics > Person Information > Federal Race</p> <p>Identity.raceEthnicity</p>
Caregiver's Education Received	<p>Reports the level of education of the caregiver. See the Birth to Three Years article for a list of options.</p> <p><i>Numeric, 2 characters</i></p>	<p>Student Information > General > Birth to 3 > Birth to 3 Caregiver > Educational Background</p> <p>ILBirthto3Caregiver.educationalBackground</p>
Caregiver's Employment Status	<p>Reports the current employment status of the caregiver. See the Birth to Three Years article for a list of options.</p> <p><i>Numeric, 2 characters</i></p>	<p>Student Information > General > Birth to 3 > Birth to 3 Caregiver > Employment Status</p> <p>ILBirthto3Caregiver.employment Status</p>