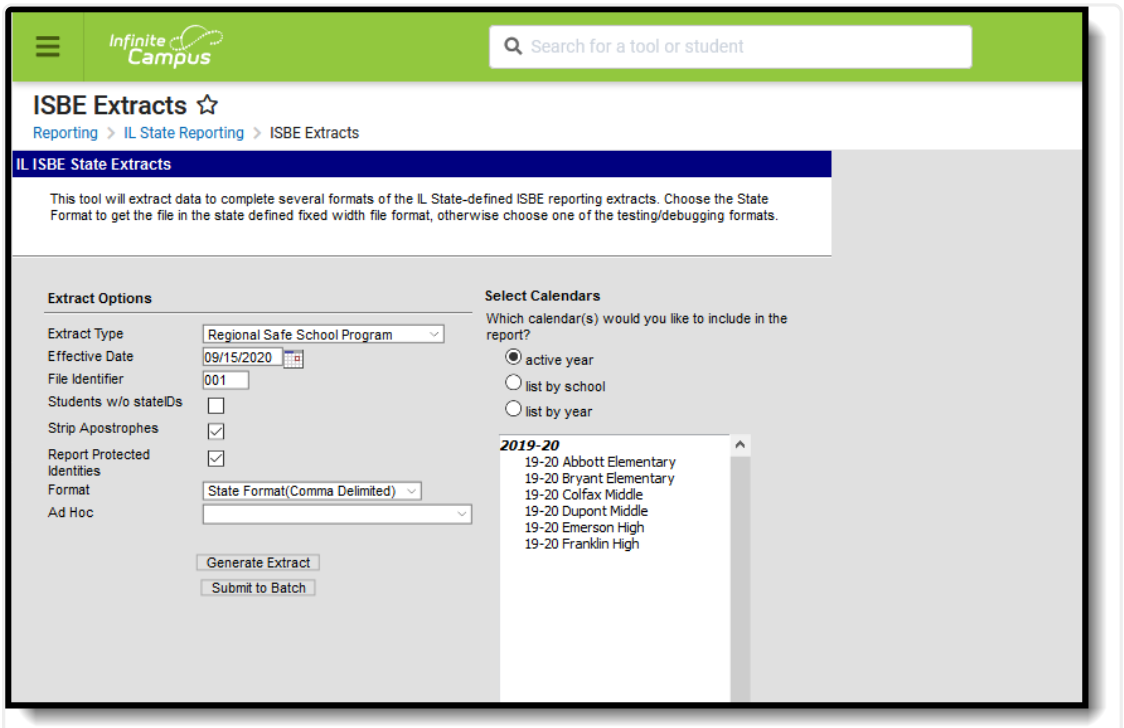
ISBE Regional Safe School Program (Illinois)

Last Modified on 08/19/2026 2:48 pm CDT

Tool Search: ISBE Extracts

The Regional Safe School Program (RSSP) Extract reports students in grades 6-12 who are actively participating in RSSP at any point during the selected calendar period.



Regional Safe School Program Extract

Report logic

In order to be included:

- Students must have at least one enrollment record in the selected calendar with a Start Date before or equal to the End Date entered in the Extract editor. Enrollments with a Primary Service Type report first, followed by Partial Service Types and Special Ed Service Types.
- The RSSP Start Date must fall BEFORE the entered Effective Date on the Report Editor and be ON or BEFORE the End Date of the selected calendar.
- The RSSP End Date must be blank (null) or AFTER the Start Date of the selected calendar.

Students can have more than one RSSP per school year, but only the RSSP record with the most recent Start Date reports.

Students are not included when:

- The Enrollment Record is marked as State Exclude or No Show.

- The Grade Level of Enrollment is marked as Exclude from State Reporting.
- The Calendar of Enrollment is marked as Exclude.

Report editor field descriptions

Field	Description
Extract Type	Selection determines the generated extract. For this instance, select the **Regional Safe Schools Program** option.
Effective Date	Entered date is used to return current enrollments for the report. This field automatically populates with the current date, but can be changed by entering a new date in *mm/dd/yyyy* format or by clicking the calendar icon to select a date. This date is required in order to generate the report. • If an enrollment record has an end date before the effective date, that record is not included • If an enrollment record has an end date after the effective date or does not have an end date, that record is included.
File Identifier	Indicates the number attached to the end of the file name and is used to differentiate the file from other files generated.
Students without State IDs	When marked, the report returns students who do not have state IDs assigned.
Strip Apostrophes	When marked, the following marks are removed from student names and other reported data: • Apostrophes ('), Commas (,), Periods (.) • Umlaut (Ö) • Tilde (Ñ) • Grave Accents (Ò), Acute Accents (Ó) • Circumflex (Ô) When not marked, these marks are not removed.
Report Protected Identities	When marked, student identity information (last name, first name, etc.) reports from the Protected Identity Information fields.
Format	Determines how the report generates. Use the **State Format (Comma Delimited)** when submitting the report to the state. Use the **HTML** or **Tab Delimited** option when reviewing data prior to state submission.
Ad hoc	Select a saved ad hoc filter to use when generating this report. Only those students included in the filter will be returned on the report if they meet the reporting requirements.

Field	Description
Calendar Selection	At least one calendar needs to be selected for the report to generate. Calendars can be chosen by **Active Year**, by **School** or by **Year**. If a calendar is selected in the Campus toolbar, that calendar is automatically selected.
Report Generation	The report can be generated immediately using the **Generate Extract** button. When there is a larger amount of data chosen (several calendars, large date range, etc.), use the **Submit to Batch** button, which allows the user to choose when the report is generated. See the Batch Queue article for more information.

Generate the report

1. Select **Regional Safe School Program** from the **Extract Type** field.
2. Enter the **Effective Date** for the report.
3. Enter a **File Identifier**. This is a three-digit number attached to the file name used to differentiate it from other ISBE Demographic and Enrollment Extract files generated.
4. Select the **Students w/o stateIDs** checkbox to include students without state IDs within the report.
5. If desired, mark the **Strip Apostrophes** checkbox.
6. If desired, mark the **Report Protected Identities** checkbox.
7. Select which **Format** to generate the report in. To preview information prior to submission to the state, use the HTML format. When submitting data to the state, use the State Format (Comma Delimited).
8. If desired, select an **Ad hoc Filter** from which to pull the student set.
9. Select which **Calendars** to include within the report.
10. Select the **Generate Extract** button or use the **Submit to Batch** option. The report displays in a separate window in the designated format.

Report layout

Header layout

Element	Description	Location
File Type	The name of the extract being generated. Always reports a value of RSSP.	N/A
Total Records	The total amount of records generated.	N/A
File Name	Regional Safe School Program_RCDTSCode_MMDDYYYY_001.csv	N/A
File Date	The date the extract was generated.	N/A

Element	Description	Location
RCDTS	The Region-County-District-Type-School code that uniquely identifies the school generating the extract. *RRCCCDDDDDTTSSSS, 15 characters*	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

Extract layout

Element	Description	Location
Student ID	The student identifier assigned in the ISBE SIS. *Numeric, 9 digits*	Census > People > Demographics > Person Identifiers > State ID Person.studentStateID
SAP ID	The Student ID number used by the school to identify the student within their local system. *Numeric, 50 digits*	Census > People > Demographics > Person Identifiers > Student Number Person.studentNumber
Legal Last Name	The student's legal last name. 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. *Alphabetical, 30 characters*	Census > People > Identity Information > Last Name Identity.lastName Census > People > Identities > Protected Identity Information > Legal Last Name Identity.legalLastName

Element	Description	Location
Legal First Name	The student's legal first name. 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. *Alphabetical, 30 characters*	Census > People > Person Information > First Name Identity.firstName Census > People > Identities > Protected Identity Information > Legal First Name Identity.legalFirstName
Date of Birth	The student's date of birth. *Date field, 10 characters (MM/DD/YYYY)*	Census > People > Demographics > Person Information > Birth Date Identity.birthDate
RCDTS for Home School	The Region-County-District-Type-School code that uniquely identifies the elementary, middle/junior, or high school the student attends or would attend if not placed/transferred to another school/program to receive needed services. When the Enrollment **Home District** and Enrollment **Home School** fields are populated, the two codes are concatenated. *RRCCCDDDDDTTSSSS, 15 characters*	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
School Year	Reports the school year for which data is being submitted. Data for school year 2020-2021 reports as 2021. *Numeric, 4 digits (YYYY)*	Scheduling & Courses > Calendar Setup > Calendar Information > End Year Calendar.endYear
Reason for Referral	Identifies the reason the student was referred to RSSP. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Reason for Referral SafeSchools.referral Reason

Element	Description	Location
Eligibility Status	Reports the eligibility status of the student. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Eligibility Status SafeSchools.eligibility Status
GED Tutoring	Indicates the student is enrolled in an instructional program in order to receive a GED certificate. Reports a value of 01 if the GED Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > GED Instruction SafeSchools.ged Instruction
Tutoring	Indicates the student is enrolled in a program to receive additional educational services on a one-on-one basis to supplement regular instruction. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Tutoring SafeSchools.tutoring
GED Test Successfully Completed	Indicates the student completed the GED assessment successfully. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > GED Test Completed SafeSchools.gedTestCompleted
Curriculum Related Employment	Indicates the student is employed or working in a position that relates to the curriculum. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Curriculum Employment

Element	Description	Location
Date of Alternate Education Plan	Reports the date of the Alternate Education Plan. *Date Field, 10 characters (MM/DD/YYYY)*	Student Information > State Programs > RSSP > Date of Alternate Education Plan SafeSchools.aepDate
Behavior Modification Training	Indicates any behavior management/conflict resolution training systems that help students improve their behavior, manage stress, control anger, and make better choices. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Behavior Training SafeSchools.behaviorTraining
Community Service Participation	Indicates the student is participating in RSSP-sponsored individual or group community service projects. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Community Service SafeSchools.communityService
Individual/Group Counseling	Indicates the student is participating in RSSP programs that provide individual and/or group counseling that may relate to social, emotional, or health problems. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Individual/Group Counseling SafeSchools.individualGroupCounseling

Element	Description	Location
Life Skills Training	Indicates the student is participating in training that may include decision-making (critical thinking, problem solving, and communication), social skills, cultural awareness, financial management, etc. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Life Skills SafeSchools.lifeSkills
Mentoring	Indicates the student is receiving program related to coaching and/or guiding students with their career/educational goals. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Mentoring SafeSchools.mentoring
Parenting Classes for Parents	Indicates the parents of RSSP students are receiving guidance as part of parental involvement in the RSSP program or as needed in individual circumstances on a caseby-case basis. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Parenting Classes SafeSchools.parentClass

Element	Description	Location
Referral to Social Services	Indicates the student was referred for services provided by government agencies, public or private social service agencies, or community-based organizations. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > Referral to Social Services SafeSchools.referralSocialServices
School to Work	Indicates the student is receiving guidance for Career development training, skills training, and/or activities offered by the school to prepare students for jobs or employment. Reports a value of 01 if the Tutoring checkbox is marked. *Numeric, 2 digits*	Student Information > State Programs > RSSP > School to Work SafeSchools.schoolToWork
School Year	Reports the last four digits of the applicable school year. For school year 2020-2021, a value of 2021 reports. *Numeric, 4 digits*	Scheduling & Courses > Calendar Setup > Calendar Information > End Year Calendar.endYear