

Guidance

School capacity survey: guide for local authorities

Help for local authorities submitting the required data for the annual school capacity (SCAP) survey.

From: **Department for Education**
([/government/organisations/department-for-education](https://www.gov.uk/government/organisations/department-for-education))

Published: 18 May 2021

Last updated: 30 April 2026 —

Applies to England

Contents

- Important dates
- Submit your data
- SCAP 2026 documents
- If you need help

The annual school capacity (SCAP) survey collects information on:

- primary, secondary, and specialist provision capacity for the current academic year
- mainstream primary pupil number forecasts for the next 5 academic years
- pupil number forecasts for primary specialist placements for the next 5 academic years
- mainstream secondary pupil number forecasts for the next 7 academic years

- pupil number forecasts for secondary specialist placements for the next 7 academic years
- plans for changes to the number of primary and secondary mainstream places for the next 3 academic years

The survey takes place every year in June and July.

SCAP is a statutory collection. You must complete statutory collections by law unless there's a good reason not to.

Important dates

2026 SCAP dates:

- collection opens on Monday 1 June
- deadline for submitting your data is Friday 31 July

Submit your data

You'll need to:

- register and log in with [DfE Sign-in \(https://services.signin.education.gov.uk/\)](https://services.signin.education.gov.uk/)
- use COLLECT to submit your data

SCAP 2026 documents

You should refer to [School capacity \(SCAP\) survey 2026: guide for local authorities \(https://www.gov.uk/government/publications/how-to-complete-the-scap-survey-guide-for-local-authorities\)](https://www.gov.uk/government/publications/how-to-complete-the-scap-survey-guide-for-local-authorities) for help completing the SCAP 2026 survey and submitting data using COLLECT.

[Forecasting demand for SEND provision for SCAP 2026: guidance for local authorities \(https://www.gov.uk/government/publications/forecasting-demand-for-send-provision-for-scap-guidance-for-local-authorities\)](https://www.gov.uk/government/publications/forecasting-demand-for-send-provision-for-scap-guidance-for-local-authorities) supports local authorities to produce forecasts of demand for specialist schools and alternative provision places for pupils with education, health and care plans in line with the data requirements for the SCAP survey.

[Local authority pupil planning areas: guide for local authorities \(https://www.gov.uk/government/publications/local-authority-pupil-planning-areas-guide-for-local-authorities\)](https://www.gov.uk/government/publications/local-authority-pupil-planning-areas-guide-for-local-authorities) explains what local authorities need to do when determining, or making changes to, their pupil planning area structure for the purpose of SCAP.

The following guidance will also help you complete the 2026 school capacity collection:

- [summary guide for local authorities](https://assets.publishing.service.gov.uk/media/6543e2e2d36c91000d935ce8/Measuring_school_capacity_guide_for_LAs_-_summary_guide_for_local_authorities.pdf)
(https://assets.publishing.service.gov.uk/media/6543e2e2d36c91000d935ce8/Measuring_school_capacity_guide_for_LAs_-_summary_guide_for_local_authorities.pdf) (PDF, 197 KB, 14 pages)
- [COLLECT guides](https://www.gov.uk/government/publications/collect-guides-for-schools-and-local-authorities) (<https://www.gov.uk/government/publications/collect-guides-for-schools-and-local-authorities>)

If you need help

DfE Sign-in

Read the [help page](https://help.signin.education.gov.uk/contact) (<https://help.signin.education.gov.uk/contact>) for guidance on DfE Sign-in.

COLLECT

Use the [service request form](https://help.signin.education.gov.uk/contact-us) (<https://help.signin.education.gov.uk/contact-us>) for:

- issues accessing COLLECT
- any technical problems

Data issues

Email SCAP.PPP@education.gov.uk for advice on the SCAP guidance or any other issues.

Published 18 May 2021

Last updated 30 April 2026 — [Show all updates](#)



OGL

All content is available under the Open Government Licence v3.0, except where otherwise stated



© Crown copyright