

Single Integrated Metadata Structure (SIMS)

Country: Greece

Compiling agency: ELSTAT

Domain name: Survey on Primary Education

Kindergartens and Primary Schools

Beginning of the school year

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1. Contact	Top
2.1 Contact organisation	Hellenic Statistical Authority (ELSTAT)
2.2 Contact organisation unit	Social Statistics Division / Education Statistics Section

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2.4 Contact person function	Responsible employees for the design and the conduct of the survey
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2. Introduction Top	
2.1 Introduction	The Surveys on Primary Education record on, a census basis, the school units (kindergartens-primary schools), teaching and other (auxiliary) personnel, as well as the pupils at the end of the school year.

3. Metadata update Top	
3.1 Metadata last certified	October 2014
3.2 Metadata last posted	October 2014
3.3 Metadata last update	October 2014

4. Statistical presentation Top	
4.1 Data description	
The purpose of the surveys on Primary Education concerning Kindergartens and Primary Schools, which are conducted through the questionnaire form "ΣΕ-2Β", is to collect and tabulate data on the number of private and public school units, on the teaching and other personnel employed in these units, as well as on the number of pupils by gender, class and year of birth, at the beginning of the school year.	
4.2 Classification system	
UNESCO's International Standard Classification of Education (ISCED) Kindergartens: ISCED level 02 Primary Schools: ISCED level 1	
4.3 Sector coverage	
All school units of Kindergartens and Primary Schools of Greece.	
4.4 Statistical concepts and definitions	
Kindergartens and Primary Schools are part of the Primary Education. Kindergartens encompass a two-year programme and enrollment is governed by the Law 3518/2006. Children who are aged 4 years old by the 31st of December of the enrolling year can be enrolled in kindergartens. Enrolment to kindergarten is obligatory for children, who by the 31st of December of the enrolling year, become 5 years old. Kindergartens may be consisted of one class, comprising 10-30 children or of two classes comprising 31-60 children. Attendance in Primary Schools lasts six (6) years and it includes six (6) grades. In the first (Α) grade, enrolment is obligatory for children who by the 31st of December of the enrolling year become 6 years old. At the end of the sixth grade children are provided with a Certificate (Απολυτήριο) for having successfully completed Primary School. The minimum number of pupils to operate a primary school is at least 15, nevertheless, in some special cases on account of national or geographical reasons, a primary school can be created with less pupils, yet not less than 7. The normal ratio of teachers per pupils is 1/30.	
4.5 Statistical unit	
School units of Kindergartens and Primary Schools.	
4.6 Statistical population	
The surveys are census surveys and they refer to all the school units of Greece.	
4.7 Reference area	

Greece, total, Region (NUTS 2) and Department (NUTS 3).
4.8 Time coverage
From the school year 1954/1955 to the school year 2013/2014.
4.9 Base period
Not applicable.

5. Unit of measure Top
<ol style="list-style-type: none"> 1. Number of school units 2. Number of teaching and other personnel 3. Number of pupils

6. Reference period Top
The surveys are conducted on a yearly basis with reference period of data the third week of October of each school year.

7. Institutional mandate Top
7.1 Legal acts and other agreements
<p>The legal framework concerning the organization and operation of ELSTAT is as follows:</p> <ul style="list-style-type: none"> ➤ Law 3832/2010 (Government Gazette No 38, Issue A): "Hellenic Statistical System Establishment of the Hellenic Statistical Authority (ELSTAT) as an Independent Authority", as amended by article 90 paragraphs 8 and 9 of the Law 3842/2010 (Government Gazette No 58, Issue A): "Restoration of fiscal justice, confrontation of tax evasion and other provisions", by article 10 of the Law 3899/2010 (Government Gazette No 212, Issue A): "Urgent measures for the implementation of the assistance program of the Greek Economy", by article 45 of the Law 3943/2011 (Government Gazette No 66, Issue A): "Combating tax evasion, staffing of auditing services and other provisions falling within the competence of the Ministry of Finance", by article 22 paragraph 1 of the Law 3965/2011 (Government Gazette No 113, Issue A): "Operations Reform of the Consignment and Loan Fund, Public Debt Management Agency, Public Enterprises and Government bodies, the establishment of the General Secretary of Public Property and other provisions", by article first of the Law 4047/2012 (Government Gazette No 31, Issue A): "Ratification of the Act of Legislative Content "Very urgent measures for the implementation of the Medium-term Fiscal Strategy 2012-2015 and of the State Budget for 2011" and of the Act of Legislative Content "Regulation of very urgent issues for the implementation of law 4024/2011 "Pension provisions, uniform pay scale - grading system, labour reserve and other provisions for the implementation of the Medium-term Fiscal Strategy Framework 2012-2015" and of issues falling within the competence of the Ministries of Administrative Reform and E-Governance, Interior, Finance, Environment, Energy and Climate Change, and of Education, Lifelong Learning and Religious Affairs and related to the implementation of the Medium-term Fiscal Strategy Framework 2012-2015" and other provisions", by article 323 of the Law 4072/2012 (Government Gazette No 86, Issue A): "Improvement of the business environment New corporate form - Trade Marks - Realtors - Regulating maritime, port and fishing matters and other provisions" and by article 7 paragraph 1 of the Act of Legislative Content dated 18/11/2012 (Government Gazette No 228, Issue A): "Financial rules and other provisions", by Article 93 of the Law 4182/2013 (Government Gazette No 185, Issue A): "Code of charitable estate, inheritances in abeyance and other provisions", by Article 6 paragraph 8 of the Law 4244/2014 (Government Gazette 60, Issue A): "Integration in Greek law of the Council Directive 2013/1/EU of 20 December 2012 amending Directive 93/109/EC as regards certain detailed arrangements for the exercise of the right to vote and stand as a candidate in elections to the European Parliament for citizens of the Union residing in a Member State of which they are not nationals and amendment of law 2196/1994 (A' 41) and other provisions", by Article first subparagraph C.3 of the Law 4254/2014 (Government Gazette No 85, Issue A): "Measures for the support and development of the Greek economy, in the context of the implementation of Law 4046/2012, and other provisions of law" and by Article 33, paragraphs 5a and 5b of the Law 4258/2014 (Government Gazette No 94, Issue A): "Demarcation process and

arrangements of matters for streams - arrangements of Urban Planning legislation and other provisions”.

- **Regulation on the Operation and Administration of the Hellenic Statistical Authority (ELSTAT), 2012, (Government Gazette No 2390, Issue B, 28-8-2012)**
- **Regulation (EC) No 223/2009 of the European Parliament and of the Council**, on the European statistics (Official Journal of the European Union L 87/164).
- **Article 14 of the Law 3470/2006 (Government Gazette No 132, Issue A):** “National Export Council, tax regulations and other provisions”.
- **Article 3, paragraph 1c, of the Law 3448/2006 (Government Gazette No 57, Issue A):** “For the further use of information coming from the public sector and the settlement of matters falling within the responsibility of the Ministry of Interior, Public Administration and Decentralization”.
- **European Statistics Code of Practice**, adopted by the Statistical Programme Committee on 24 February 2005 and promulgated in the Commission Recommendation of 25 May 2005 on the independence, integrity and accountability of the national and Community statistical Authorities, after its revision, which was adopted on 28 September 2011 by the European Statistical System Committee.
- **Presidential Decree 226/2000 (Government Gazette No 195, Issue A):** “Organization of the General Secretariat of the National Statistical Service of Greece”.

Articles 4, 12 , 13, 14, 15 and 16 of the Law 2392/1996 (Government Gazette No 60, Issue A): “Access of the General Secretariat of the National Statistical Service of Greece to administrative sources and administrative files, Statistical Confidentiality Committee, settlement of matters concerning the conduct of censuses and statistical works, as well as of matters of the General Secretariat of the National Statistical Service of Greece”.

Moreover:

The Surveys on Primary Education (Kindergartens and Primary Schools) is governed by Joint Ministerial Decision No 13534/7-5-1962 (Government Gazette 174/18-5-1962, issue B) on the “Statistical work program of the Statistical Service of the Ministry of National Education and Religious Affairs”.

At European level, the surveys are governed by Commission Regulation (EU) No 88/2011 of 2 February 2011 implementing Regulation (EC) No 452/2008 of the European Parliament and of the Council concerning the production and development of statistics on education and lifelong learning, as regards statistics on education and training systems.

7.2 Data sharing

The survey results are transmitted to Eurostat through the joint UOE questionnaire (UNESCO OECD, Eurostat) and Eurostat, in its turn, transmits the data to UNESCO and OECD.

8. Confidentiality

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8.1 Confidentiality policy

The issues concerning the observance of statistical confidentiality by the Hellenic Statistical Authority (ELSTAT) are arranged by articles 7, 8 and 9 of the Law 3832/2010 as in force, by Articles 8, 10 and 11(2) of the Regulation on Statistical Obligations of the agencies of the Hellenic Statistical System and by Articles 10 and 15 of the Regulation on the Operation and Administration of ELSTAT.

More precisely:

ELSTAT disseminates the statistics in compliance with the statistical principles of the European Statistics Code of Practice and in particular with the principle of statistical confidentiality.

8.2 Confidentiality – data treatment

➤ ELSTAT protects and does not disseminate data it has obtained or it has access to, which enable the direct or indirect identification of the statistical units that have provided them by the disclosure of individual information directly received for statistical purposes or indirectly supplied from administrative or other sources. ELSTAT takes all appropriate preventive measures so as to render impossible the identification

of individual statistical units by technical or other means that might reasonably be used by a third party. Statistical data that could potentially enable the identification of the statistical unit are disseminated by ELSTAT if and only if:

- a) these data have been treated, as it is specifically set out in the Regulation on Statistical Obligations of the agencies of the Hellenic Statistical System (ELSS), in such a way that their dissemination does not prejudice statistical confidentiality or
 - b) the statistical unit has given its consent, without any reservations, for the disclosure of data.
- The confidential data that are transmitted by ELSS agencies to ELSTAT are used exclusively for statistical purposes and the only persons who have the right to have access to these data are the personnel engaged in this task and appointed by an act of the President of ELSTAT.
- ELSTAT may grant researchers conducting statistical analyses for scientific purposes access to data that enable the indirect identification of the statistical units concerned. The access is granted provided the following conditions are satisfied:
- a) an appropriate request together with a detailed research proposal in conformity with current scientific standards have been submitted;
 - b) the research proposal indicates in sufficient detail the set of data to be accessed, the methods of analyzing them, and the time needed for the research;
 - c) a contract specifying the conditions for access, the obligations of the researchers, the measures for respecting the confidentiality of statistical data and the sanctions in case of breach of these obligations has been signed by the individual researcher, by his/her institution, or by the organization commissioning the research, as the case may be, and by ELSTAT.
- Issues referring to the observance of statistical confidentiality are examined by the Statistical Confidentiality Committee (SCC) operating in ELSTAT. The responsibilities of this Committee are to make recommendations to the President of ELSTAT on:
- the level of detail at which statistical data can be disseminated, so as the identification, either directly or indirectly, of the surveyed statistical unit is not possible;
 - the anonymization criteria for the microdata provided to users;
 - the granting to researchers access to confidential data for scientific purposes.
- The staff of ELSTAT, under any employment status, as well as the temporary survey workers who are employed for the collection of statistical data in statistical surveys conducted by ELSTAT, who acquire access by any means to confidential data, are bound by the principle of confidentiality and must use these data exclusively for the statistical purposes of ELSTAT. After the termination of their term of office, they are not allowed to use these data for any purpose.
- Violation of data confidentiality and/or statistical confidentiality by any civil servant or employee of ELSTAT constitutes the disciplinary offence of violation of duty and may be punished with the penalty of final dismissal.
- ELSTAT, by its decision, may impose a penalty amounting from ten thousand (10,000) up to two hundred thousand (200,000) euros to anyone who violates the confidentiality of data and/or statistical confidentiality. The penalty is always imposed after the hearing of the defense of the person liable for the breach, depending on the gravity and the repercussions of the violation. Any relapse constitutes an aggravating factor for the assessment of the administrative sanction.

9.1 Release calendar
There is no predefined release date for the survey results. The final results of the survey with the data for the beginning of the school year are published ten (10) months after the reference period.
9.2 Release calendar access
Not applicable.
9.3 User access
The data are released simultaneously to all users and interested parties once the tables are posted on the webpage of ELSTAT, http://www.statistics.gr , and at the link "Statistical Themes > Education > Primary Education > Kindergartens (Beginning – End of school year)" or "Statistical Themes > Education > Primary Education > Primary Schools (Beginning – End of school year)". Furthermore, users can submit a statistical data request to the Statistical Information Dissemination Section/ Library, at the following address, 46, Peiraios and Eponiton Str., 18510 Piraeus, tel. (+30) 213135 2023/ 2022/ 2346/ 2308, fax. (+30) 213135 2819/ 2312, or send an e-mail to library@statistics.gr , data.dissem@statistics.gr . Neither users nor any government bodies have access to data before their official release.

10. Frequency of dissemination	Top
The final results of the survey are ready to be published ten (10) months after the reference period.	

11. Dissemination format	Top
11.1 News release	
Not applicable.	
11.2 Publications	
<ul style="list-style-type: none"> - "Statistical Yearbook of Greece" - "Concise statistical yearbook of Greece" 	
11.3 On-line database	
There are no data concerning the survey in the database of ELSTAT: http://www.statistics.gr/portal/page/portal/ESYE/PAGE-database	
11.3.1 Data tables - consultations	
Total access to the website as regards the above surveys for the year 2013 amounts to 5.185 hits.	
11.4 Micro-data access	
Microdata and primary data are made available to users after their submitting a request to the: Division of Statistical Information and Publications 46, Peiraios and Eponiton Str., 18510 Piraeus Tel: +30 213 135 2023/ 2022/ 2346/ 2308 Fax: +30 213 135 2819/2312 E-Mail: data.dissem@statistics.gr , library@statistics.gr Confidentiality of data is always ensured after the decision of the Statistical Confidentiality Committee.	
11.5 Other	
Any further information is made available by the: Division of Statistical Information and Publications 46, Peiraios and Eponiton Str., 18510 Piraeus Tel: +30 213 135 2023/ 2022/ 2346/ 2308 Fax: +30 213 135 2819/2312 E-Mail: library@statistics.gr , data.dissem@statistics.gr . Tabulated survey data are posted on the website of ELSTAT, at the link:	

http://www.statistics.gr/portal/page/portal/ESYE/PAGE-themes?p_param=A1401

11.5.1 Metadata – consultations

Data on metadata consultations are included in paragraph 11.3.1.

12. Accessibility of documentation

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12.1 Documentation on methodology

A short methodological note is available on the portal of ELSTAT, <http://www.statistics.gr>, at the link:

”Statistical Themes > Education > Primary Education > Kindergartens (Beginning – End of school year)” or
”Statistical Themes > Education > Primary Education > Primary Schools (Beginning – End of school year)”.

12.1.1 Metadata completeness - rate

Metadata completeness rate amounts to 100 % (number of metadata provided / total number of metadata applicable).

12.2 Quality documentation

After data collection through the questionnaires of the surveys, logical checks are carried out in order to check correctness and completeness of data by contacting the involved agencies. Furthermore, electronic and quality checks are conducted on the tabulated data. A user-oriented Quality Report and survey metadata in the form of SDMX metadata (June 2014) are posted on the website of ELSTAT.

13. Quality management

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13.1 Quality assurance

During data processing, the data are also compared, mainly, with data from the previous school year, in order to detect any deviations. In case such deviations are identified, further clarifications are asked from the school units (Kindergartens and Primary Schools) and the Divisions of Primary Education of the Ministry of Education and Religious Affairs and any errors are duly corrected. The quality of the surveys is also ensured by adhering to the provisions of the European Statistics Code of Practice.

13.2 Quality assessment

The questionnaires are filled in by the School Units (Kindergartens and Primary Schools) and then the Divisions of Primary Education transmit the completed questionnaires to the Regional Statistical Offices. Then the questionnaires are transmitted to the Education Statistics Section where they are checked for completeness and correctness and are then compared with the corresponding questionnaires of the previous school year. After the completion of checks and comparisons, any errors are duly corrected, thus ensuring the production of high quality results. The errors or omissions which are detected are taken into consideration in order to carry out further checks in the survey of the following year.

14. Relevance

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14.1 User needs

The main national users are government agencies, such as the Ministry of Education and Religious Affairs, the Ministry of Interior, Local Government, as well as university teachers, students, researches, the press, etc. At international level, the main user is Eurostat, as well as other international organizations (Unesco, OECD, etc.).

Users' needs are recorded in the publication “Information Bulletin” which is published by the Division of Statistical Information and Publications/Library Section every semester.

14.2 User satisfaction

A Users Satisfaction Survey is conducted by the Section of Statistical Dissemination of the Division of Statistical Information and Publications. The survey results are available at the following link:
<http://www.statistics.gr/portal/page/portal/ESYE/PAGE-conferences>

14.3 Completeness

The variables are collected pursuant to Commission Regulation (EC) No. 88/2-2-2011 implementing Regulation (EC) No 452/2008 of the European Parliament and of the Council concerning the production and development of statistics on education and lifelong learning, as regards statistics on education and training

systems. Completeness is considered satisfactory

15. Accuracy and reliability

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15.1 Overall accuracy

Overall accuracy is considered satisfactory, since the surveys are census surveys and there is full coverage. Any non-sampling errors are identified by means of appropriate checking and are duly corrected, in cooperation with the Divisions of Primary Education supervising the corresponding school units.

15.2 Sampling error

No sampling errors because surveys are census surveys. The registers are updated before the beginning of the school year, taking into consideration any changes in primary education, as these are reflected in the relevant legislation. The registers is compared with the registers of the Ministry of Health and Religious Affairs for the school year when the surveys are conducted, therefore there is full coverage.

15.3 Non-sampling error

Any non-sampling errors are identified by means of appropriate checking and are duly corrected, in cooperation with the Informatics Division of ESTATE and the Divisions of Primary Education of the Ministry of Health and Religious Affairs which supervise the corresponding school units.

15.3.1 Coverage error

The coverage errors are minimized because the register of the surveys is updated on a yearly basis in cooperation with the Ministry of Health and Religious Affairs and the Divisions of Primary Education which supervise the corresponding school units, though which the surveys are conducted.

15.3.1.1 Over-coverage – rate

No coverage of school units that not belong to the surveys.

15.3.1.2 Common units – proportion

Not applicable.

15.3.2 Measurement error

The questionnaires, which are filled in by the kindergartners and the teachers, include checks between questions –tables. They are then checked by the Divisions of Primary Education and the Regional Statistical Offices of ELSTAT, and finally, once collected they are checked and codified by the Section of Education Statistics of ELSTAT. At this stage, the data are compared with the corresponding data of the survey of the previous year. The above procedure minimizes any measurement errors.

15.3.3 Non response error

The surveyed school units respond to the survey and fill in the questionnaires. In case there are missing values for some variables, ELSTAT staff contacts with the school unit or the supervising Division of Primary Education.

15.3.4 Processing error

Once collected, the questionnaires are subject to quality, logical and computational checks. Then, the Informatics Division procedes with data entry and afterwards the Education Statistics Section carries out further checks in order to compile the tables of the survey. The above procedure minimizes processing errors.

15.3.5 Model assumption error

Not applicable.

16. Timeliness and punctuality

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16.1 Timeliness

The results of the surveys, as regards the data for the beginning of the school year are made available and are released ten (10) months after the end of the reference period.

16.2 Punctuality

No delays.

17. Comparability	Top
17.1 Comparability - geographical	
European Regulations (Regulation 452/2008 of the European Parliament and of the Council and implementing Regulation 88/2-2-2011), as well as the relevant methodological principles ensure a satisfactory level of comparability with the European Statistics on Education.	
17.1.1 Assymetry for mirror flows statistics – coefficient	
Not applicable.	
17.2 Comparability over time	
The data of the time series are fully comparable over time. The relevant time series with data by school year date back from 2000.	
18. Coherence	Top
18.1 Coherence cross-domain	
Any differences that may be identified with relevant surveys conducted by the Ministry of Education and Religious Affairs may be on account of the different reference period of the surveys.	
18.1.1 Coherence – sub annual and annual statistics	
There is no problem of coherence among monthly, quarterly and annual data because the surveys are conducted on a yearly basis.	
18.1.2 Coherence – National Accounts	
No coherence with National Accounts, because there are neither similar statistics nor common variables among these surveys.	
18.2 Coherence - internal	
No inconsistencies are observed.	
19. Cost and burden	Top
No other burden than the operational expense of the Section / Division of ELSTAT.	
20. Data revision	Top
20.1 Revision policy	
The revision policy implemented by ELSTAT is available at the following link: http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/General/ELSTAT_Revisions_Policy_22_5_2013_EN.pdf	
20.2 Revision practice	
The results of the surveys on Primary Education have not been revised in the sense of paragraph 20.1. The latest adjustment of the questionnaire ΣE-2B used for Primary Schools carried out in the school year 2011/2012 was pursuant to European Regulation (EC) 452/2008 of the European Parliament and of the Council (implementing Regulation 88/2-2-2011).	
21. Statistical processing	Top
21.1 Source data	
The surveys are census surveys. The data are collected by means of the questionnaire ΣE-2B which includes aggregate numerical data on each school unit (Kindergarten-Primary School), referring to general characteristics, teaching (and other) personnel and its pupils. The register of ELSTAT includes filed for: the code number of each school unit, its name, the geographical code, capacity, type (private, public), postal address, postal code, telephone number and e-mail address. The school units are registered by supervising Division of Primary Education. The register is updated on a yearly basis, on the basis of changes (mergers, abolishment or creation of new school units) carried out by the Ministry of Education and Religious Affairs.	

21.2 Frequency of data collection
Data are collected once a year, at the beginning of every school year.
21.3 Data collection
<p>The Section of Education Statistics transmits the questionnaires ΣΕ-2Β to all the Divisions of Primary Education from which are collected the filled in questionnaires with the aggregate data for the school units under their supervision.</p> <p>The questionnaires are posted on the website of ELSTAT: http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/A1401/Other/A1401_SED11_QS_AN_00_2013_0_0_2013_02B_F_GR.pdf http://www.statistics.gr/portal/page/portal/ESYE/BUCKET/A1401/Other/A1401_SED12_QS_AN_00_2013_0_0_2013_02B_F_GR.pdf</p>
21.4 Data validation
The data are validated by means of a series of checks. The control of the questionnaires encompasses completeness, accuracy and logical checks at the level of the Division of Primary Education, electronic and quality checks. The main variables are compared with variables from other statistical sources. Primary data are cross-checked with the corresponding data of the previous year.
21.5 Data compilation
<p>Once collected, the data are subject to logical checks, they are codified, imported in the electronic data base, are tabulated and finally they are published. No imputation, weighting or calibration, etc is applied for the compilation of data.</p> <p>21.5.1 Imputation – rate Not applicable.</p>
21.6 Adjustment
<p>Not necessary.</p> <p>21.6.1 Seasonal adjustment No seasonal adjustment methods or tools are implemented for eliminating any impacts on account of seasonality.</p>

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