

Families and Children Study (FACS) 2004, Wave 6

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1 INTRODUCTION

This is a report on the research methods used in the Families and Children Study (FACS) 2004, Wave 6 (FACS was formerly known as SOLIF¹). The study followed on from the baseline survey conducted in 1999 and the surveys conducted in 2000, 2001, 2002 and 2003. In 2004, the National Centre for Social Research was the lead organisation for the survey and took responsibility for determining the design of the sample, conducting fieldwork, coding and editing of data. Along with researchers at the Department for Work and Pensions, the National Centre for Social Research was also responsible for reporting the results. Responsibility for the content of the questionnaire was also shared with the Department for Work and Pensions and HM Revenue and Customs. Throughout the process our colleague Stephen McKay at the University of Bristol has provided invaluable advice on many aspects of the study's design and fieldwork.

This research was commissioned by the Department for Work and Pensions (DWP), with further resources from HM Revenue and Customs (HMRC), the Department for Education and Skills (DfES), Office for the Deputy Prime Minister (ODPM) and Department for Transport (DfT).

The intention of the FACS surveys has been to provide information on the following:

- Work Incentives – extent to which families with children are better off working and receiving in-work support compared with their incomes when they are out-of-work and receiving benefits. How these families see these incentives and respond to them.
- Family welfare – family well being in terms of accommodation, family health, morale and optimism. How well or badly they manage to avoid hardship and debt when their income is low, especially when receiving benefit.

In the first two years the study focused on lower income families with children², however from 2001, the study expanded to cover **all families with children, irrespective of their income**. Thus, in 1999 and 2000, eligibility for interview in the first year of involvement with the study was determined during the course of a short doorstep-screening interview. In some cases a further in-home screening interview was required, where eligibility was not clearly established on the doorstep. From 2001 (Wave 3), in order to broaden the scope of the study by including families at all income levels, no screening exercise was carried out³.

The focus of the study also widened. There are long-term Government targets to eradicate child poverty by 2020 and to reduce child poverty by half by 2010, as well as objectives to increase the proportion of households (particularly lone parents) in paid work. This study provides data which enables us to measure the impact of government policies on reducing childhood poverty and promoting work incentives. In particular, from 2001 onwards, the study focuses more on outcomes for children – such as educational attainment, health and behaviour – and the impact poverty has on children.

¹ Survey of Low-Income Families.

² The survey covered all lone parents and low-income couples in 1999; all lone parents and low / moderate-income couples in 2000.

³ Only those who did not have children were screened out. 1.1% of the rescreen sample and 1.4% of the booster were found to have no dependent children.

The 2004 (Wave 6) study had two main elements:

- The *panel sample*, where families who had entered the study in a previous year - 1999 or 2000 or 2001 or 2002 or 2003 - were to be re-interviewed;
- The *booster sample*, where a number of new families were added to the sample in order to restore its representativeness of all families at the time the sample for wave 6 was drawn.

In addition, there were a small number of cases which were treated slightly differently before fieldwork. These were the *opt-in sample*, where panel families who had refused in an earlier wave of the study were allocated to an opt-in procedure, allowing them to re-join the study (see Section 2.3).

The structure of the interview was as follows:

- CAPI interview with the main respondent
- CAPI interview with main respondent's partner (where possible)
- Self-completion questionnaire for children aged 11 to 15

In total, interviews were conducted in approximately 7,471 families. Within these there were approximately 2,990 additional interviews with the respondent's partner. In addition, 3,092 child self-completion questionnaires were received.

The remainder of this report focuses on the CAPI development process, fieldwork and data processing procedures. Chapter 2 describes the sample design. Developmental work on the survey and the conducting of fieldwork are described in chapters 3 and 4. Attrition analysis and detailed response rates are documented in chapter 5, and chapter 6 describes the derivation of weights. Chapter 7 describes the procedures for the editing and coding of data.

2 SAMPLE DESIGN AND SELECTION PROCEDURES

2.1 The 1999 (Wave 1) Sample Design

The dual objectives of the initial sample design were to provide a representative sample of Britain's low-income families, while at the same time generating a sample of sufficient size for a longitudinal study.

Five types of families with dependent⁴ children were of particular interest. Thus the 1999 (Wave 1) sample was designed to generate sufficient numbers of each family type to enable detailed sub-group analyses. These five groups were:

- all lone parents, irrespective of their income;
- out of work couples (defined as those not in paid work or those working fewer than 16 hours per week) with dependent children;
- those in work and receiving Family Credit (FC);
- those in work whose wages were low enough to qualify for Family Credit, but who were not claiming it ('Eligible non-recipients' or ENRs);
- those in work who had wages a little above the qualifying levels for Family Credit, but who might well qualify if they suffered a dip in income, or had another child, for example.

Child Benefit (ChB) records were used as the sampling frame from which the above groups could be identified. These records were considered to be a reliable source for identifying a representative sample of families with dependent children living in Great Britain.⁵

2.1.1 Sampling procedures for 2000, 2001, 2002 and 2003

Sampling procedures for 2000 and 2001 were based on the product of the previous year's outcomes together with sample checking. Generally cases which were productive at the previous wave, and had given permission to be re-contacted in the next wave of the survey were issued to the field. In addition, a screening procedure was carried out in the first two waves of the survey, in order to screen out families with higher incomes. Where a family was screened out in 1999, the case was generally re-issued in 2000 as eligible for that year's screening exercise.

In 2001 (Wave 3) no screening exercise was carried out, as the sample was expanded to include all families with children, regardless of income level. This meant that - unless there was a reason not to issue the case - those families previously screened out were issued as part of the sample.

Reasons for not issuing potential sample members in 2000, 2001, 2002 and 2003 included: refusal to participate at a previous wave; moved outside area; refusal for re-contact; partial interview;

⁴ A dependent child was defined as any child aged 16 years or under, or aged 17 or 18 and in full time education. The definition of 'in full time education' used on this survey was made with reference to the end of the academic year (ending the first Tuesday in September). Thus, a 17 or 18 year old child who had been in full time education during the 'current academic year' was counted as being a dependent child, even if, at the time of interview, they had finished their course of study.

⁵ Further details of the 1999 sample design can be found in the FACS 1999 Technical Report (Woodland and Collins, 2001).

DWP exclusion code applied (a number of codes were used to exclude sample members in 2000⁶, but this was reduced in 2001); no dependent children in the household at last wave; and address not traced and no new address found in sample checking. In 2002 (Wave 4) the Family Credit sample was also removed from the issued sample⁷.

2.2 Sampling methods and procedures for 2004 (Wave 6)

The 2004 (Wave 6) sample consisted of a number of different sample types, the basis of which were a product of the outcomes of the previous year's survey and a process of sample checking which took place prior to 2004 (Wave 6) fieldwork.

2.2.1 Panel 2004

The panel sample consisted of families who had been interviewed at least once in a previous wave - regardless of the year they first entered the study.

All panel cases whose last contact with the study was productive (i.e. an interview) were eligible for the 2004 (Wave 6) study, with the exception of those:

- where a DWP exclusion code applied (for death of a child in the family⁸);
- where the age of the youngest child was 19 or over at the last interview or no children in the household;
- whose 2003 interview was only partially completed;
- who had moved abroad since the last interview.

The panel sample also included cases with various different outcomes from previous waves. In summary these included:

- *Interviewed in 1999 and/or 2000 and/or 2001 and/or 2002, no contact at 2003;*
- *Interviewed in 1999 and/or 2000 and/or 2001 and/or 2002, soft refusal at 2003;*
- *Interviewed in 1999 and/or 2000 and/or 2001 and/or 2002, untraced mover at 2003, new address found; and*
- *Mover / moved abroad 2003, new address found 2004*

A total of 7,825 panel cases were issued in 2004.

2.2.2 Booster sample

In a household panel survey, by following up the individuals originally interviewed, it is possible to maintain a sample that is representative of households in each subsequent year. The process is, in practice, not perfect. Migration (inwards and outwards) means the system is not fully

⁶ Around 30 DWP exclusion codes were applied to the FACS 2000 sample. These are listed in full in Appendix A of the FACS 2000 Technical Report (Woodland and Woodward, 2002). Briefly, they covered such situations as death of a child; child not living in GB (permanently or temporarily); child not living with claimant; child in local authority care.

⁷ Full details of the sampling procedures in 2000, 2001, 2002 and 2003 can be found in the FACS 2000, FACS 2001, FACS 2002 and FACS 2003 Technical Reports (Woodland and Woodward, 2002, Woodward *et al.*, 2003 and Phillips *et al.*, 2003, Lyon *et al* 2005).

⁸ In 2002, 2003 and 2004, families were only excluded where there had been a death of a child in the family, whereas in previous years other exclusion codes applied – see previous footnote.

closed. There may also be differences in attrition from the survey that are too difficult to fully take account of by weighting.

FACS is not a household panel, it is a sample of Child Benefit recipients - broadly speaking the units sampled consist of a recipient (usually the mother), and her children. Whilst there is clearly an emphasis on the longitudinal conclusions to be drawn from FACS, it is also desired to approximate to a representative sample of Child Benefit recipients in each year.

The main way that Child Benefit recipients are 'created' in the sampled areas is through women giving birth and then claiming Child Benefit. An alternative way in which families may enter our eligible population is if they are existing Child Benefit recipients who move into the sampled areas.

In any year there are around 600,000 births, approximately half to existing families and half to new families. From a population of 7 million families, around 4.3 per cent are therefore added each year. Since around 100 families were originally selected in each sampling area, we selected 5 in-movers to Child Benefit to add to the sample.

The number of families entering given postcode sectors (these are known as the Postcode Sampling Units or PSUs) over time is not certain, but it should be possible to form a judgement based on following FACS families between survey waves. It was decided to add four families to each area as a reasonable starting point. It is known that around 11 per cent of households moved in the last year (Survey of English Housing). However, many such moves are local and need not imply moving from one postcode sector to another (around 1 in 5 of moves are of less than one mile, whilst 1 in 2 are under 5 miles). Moreover, some movers in this group will overlap with new births. The figure of four movers, representing around four per cent of the original Child Benefit sample, will need to be compared with rates of moving observed in FACS.

In addition to the main booster sample, a small number of cases which had been issued previously were selected as booster re-entry cases. Specifically, these cases were:

- *No contact 1999 and/or 2000 and/or 2001 and/or 2002 and/or 2003, new address found in original postcode sector in 2004*

A total of 1,363 cases were selected to be in the booster sample.

2.2.3 Not Issued 2004

In each year of the study a proportion of potential sample members are not issued. The reasons for non-issue were varied, and decisions were made on a case by case basis where necessary. In certain situations a case was subject to an address check, and the result of the check determined whether it was issued or not. The following gives a summary of the reasons for non-issue.

One of the main reasons for non-issue in 2004 was the removal of families where the age of the youngest child was 19 or over or there were no longer any children in the household. The decision not to issue these cases is because the focus of the study is on families with dependent children; therefore, much of the questionnaire is not relevant for families with older children, or no children.

Those not issued in 2004 included:

- Where the age of the youngest child was 19 or over at the last interview or no children in the household;
- *Opted out in 1999 or 2000 or 2001 or 2002 or 2003;*
- *DWP exclusion code in 1999 and/or 2000 and/or 2001 and/or 2002 and/or 2003;*
- *Refusal 2000 or 2001 or 2002 or 2003 (booster cases only);*
- *Refusal 1999, (not issued 2000 and 2001 and 2002 and 2003 and 2004);*
- *No interview 1999 and 2000 and no dependent children 2001 or 2002 or 2003 (rescreen cases only);*
- *No interview 1999, 2000, 2001, and 2002, no contact/refusal 2003;*
- *Interviewed 1999, no contact/refusal 2000 or 2001, no contact 2002 or 2003, no new address 2004;*
- *Duplicate case 2001 and 2003;*
- *Issued to opt-in 2004, unproductive or no telephone number.*

2.3 Opt in-Procedure

An opt-in procedure was carried out in order to limit panel attrition by inviting some panel cases – that had taken part previously and then refused to take part again – to opt back in to the study. As this was an opt-in procedure, respondents needed to give a positive agreement to an interviewer contacting them. A total of 601 panel cases were eligible for the opt-in.

The opt-in procedure was carried out on the telephone by interviewers from the *National Centre Telephone Unit* and took place during October 2004. Telephone interviewers were given written instructions about the exercise.

There were 601 cases eligible for the telephone opt-in. These cases were checked to see if they had a telephone using the information given by the respondent at the last interview, or using telephone number lookup software⁹. After checking, 582 cases with a telephone number were issued to the telephone unit.

The number of productive outcomes from the opt-in process is shown in Table 2-1 below. A productive outcome means the respondent gave agreement for a field interviewer to make contact. Overall, the opt-in was successful in 26.8 per cent of cases.

Table 2-1 Summary of Opt-in Outcomes

⁹ Wave 6 was the first time the telephone number look up software was used to check the opt-in sample. This means the number issued to the telephone unit was slightly higher than previous waves.

Telephone opt-in outcome	Numbers	Percentage
Total issued to telephone unit (i.e. had tel. number)	582	
Unproductive	426	73%
Productive	156	27%

Finally, we can consider the outcomes of those who were issued to field. Of the 156 productive opt-ins, 90 went on to have an interview at the mainstage (58 per cent).

2.4 Respondent selection for interview

The FACS sample is in essence a named respondent sample with the names and addresses selected at random from Child Benefit records. In FACS, the intention is for the main respondent to be female, and usually the ‘mother’ or ‘mother figure’ in the household. In most cases this is the named recipient of the Child Benefit payment. The main exception to this rule was where there was no ‘mother figure’ in the household, in which case the interviewer was instructed to interview the ‘father figure’ as the main respondent.

Panel addresses

Interviewers were instructed to attempt to interview the person that was interviewed in the previous wave. To cover situations where there had been a change in the family circumstances, a set of rules were designed to guide the interviewer. These instructions were as follows.

If the named respondent from the previous wave had left the household – the person who was interviewed depended on what had happened to the children. Interviewers were instructed to follow the children, therefore, if they had left with their mother, the interviewer was to attempt to find where they had gone to and conduct the interview accordingly. Where they (the children) are split equally between the new parents, the interviewer had to follow whoever did the interview in the previous wave.

If the named respondent from the previous wave had died - if the named respondent died, but their partner was still alive and was in the household in the previous wave, the interviewer was instructed to interview the partner from the previous wave as the main respondent. If the named respondent was a lone parent in the previous wave, or both parents had died, no interview was conducted, even if the guardian(s) of the child(ren) could be traced.

If there were no children in the household – if the children had left the household (e.g. gone to university, living elsewhere) interviewers were instructed to conduct an interview as normal.

Re-entry and booster addresses

Interviewers were instructed that the main respondent would always be female (usually the child’s mother). The only exception to this rule is where there is no ‘mother figure’ in the household, in which case interviewers were instructed to interview the ‘father figure’ as the main respondent. Interviewers were advised where possible to conduct the screening interview with the main respondent, so that if eligible they could go straight into the main interview.

If parents were recently separated - Child Benefit records may not have been up-dated as yet to reflect this change. Thus the father may have been the named recipient yet the mother and

children no longer live with him. Interviewers were instructed to follow up the parent with whom the children are now living; if the children are split between both parents to follow up the mother (or mother figure).

2.5 Incentives for participating

Based on results from other panel surveys, the FACS research team along with the sponsoring departments decided that panel members – families that were interviewed in a previous wave – would receive a £10 incentive for continued participation in the survey. The reason for making such a payment was basically to attempt to limit panel attrition, that is, the loss of families participating in subsequent waves. It was seen as a reward for the burden placed on the respondent who was asked to give around 60 minutes of their time again.

For the first time, the £10 voucher was also given to booster cases that were interviewed in this wave.

The payments were made directly to the main respondent¹⁰ and were in the form of a gift voucher. The vouchers were handed over by the interviewer, usually at the end of the interview.

¹⁰ A voucher was still payable irrespective of whether the main respondent had changed between different waves of the study.

3 DEVELOPMENT WORK

3.1 Scope of development work

The pilot and development stages of FACS (wave 6) were conducted over a 6-month period, from March to August 2004. The development work at Wave 6 included new questions to collect information about the Tax Credit renewal process, the piloting of a question asking for respondent's permission to link their survey data to administrative records and the introduction of the option to conduct the partner interview by telephone. The programme of development work was based on a pilot dress rehearsal and subsequent CAPI program testing.

3.2 Pilot survey

A pilot 'dress-rehearsal' of the survey procedures and instruments took place in June and July 2004. The pilot survey had three main purposes:

- To act as a dress-rehearsal for the main stage, providing a limited test of the sampling, contacting procedures to be used and the administration of the monetary incentives for participation;
- To test the main CAPI questionnaire, in terms of its length and acceptability to respondents – both those being interviewed for the first time and those participating for a third or fourth time.

3.2.1 Pilot Sample

The panel sample used was the same as for the pilot in all four previous waves (1999-2003). Since Wave 3 (2001), FACS has been expanded to cover all families with children, regardless of income. As at wave 5, the pilot booster sample was taken from ten new postcode sectors with the aim of obtaining interviews with higher levels of income. This enabled us to test procedures relevant to the panel and booster samples. The total number of cases in each sample type were:

- 92 panel addresses;
- 100 booster addresses.

The pilot addresses covered ten postcode sectors in the following areas across Great Britain: Stranraer, Cumbria, Liverpool, Hull, Leicester, Mid Glamorgan, Hereford, Milton Keynes, East London and Southampton. In the 1999 (wave 1) pilot, these areas were purposively selected to reflect a mixture of different areas across Great Britain with different types of families. At the time of their selection there was no information available at postcode sector level on the proportion of families with low-incomes. Thus, as a proxy for eligibility for this survey we used 1991 Census data on the proportion of lone parent households. As the pilot fieldwork period was relatively short, it was important to maximise the potential 'strike rate', so that the full questionnaire could be tested on as many eligible families as possible.

Opt-out letters¹¹ were sent to 100 families in the booster sample, of which 20 opted out (20 per cent). After the opt-out, a total of 172 addresses were issued to interviewers. The interviewer workload for the pilot ranged from 12 to 20 addresses from which it was anticipated that they would achieve around ten interviews, comprising 4-6 panel families, with the remainder made up of booster cases.

3.2.2 Pilot briefing and debriefing

The pilot briefing took place on 15th June 2004 with an interviewer debriefing on 8th July. Both the briefing and debriefing were conducted face-to-face. Interviewers were provided with background information about the purpose of the survey, and trained in how to administer the main and child self-completion questionnaires. All interviewers had a set of project instructions, which provided further information about the survey and key definitions and rules.

For the debriefing, interviewers were asked to complete a Pilot Evaluation Form (refer to Appendix A), which summarised observations and any problems encountered during fieldwork. This formed the basis of discussion at the debriefing.

3.2.3 Pilot outcomes

- A total of 131 addresses were attempted;
- Of those attempted, 115 were contacted;
- Interviews were obtained in 84 cases of which 31 were lone parents.

Table 3-1 Summary of pilot interview outcomes

Type of interview	Panel	Booster	Total
Issued addresses:	92	80	172
Not attempted ¹²	17	24	41
No contact ¹³	5	11	16
Contact made	70	45	115
Unproductive			
Ineligible (no dependent children)	-	0	0
Refusal to interview	8	8	16
Other reason for unproductive	7	8	15
Total unproductive	15	16	31
Productive			
Lone Parent	21	10	31
Main respondent and partner	26	9	35
Main respondent and proxy partner	7	10	17
Main respondent, no partner interview	1		1

¹¹ The opt out was prepared and sent out by the DWP Information Directorate (IFD) based in Newcastle upon Tyne. NatCen therefore only received details of those cases that had not opted out from the study.

¹² A large number of addresses were not attempted due to the limited fieldwork period for the pilot

¹³ 'No-contact' refers to all cases where the interviewer did not make personal contact with the sampled person. These cases may have received an advance / opt out letter.

(full or proxy)

Total productive	55	29	84
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Table 3-2 summarises the average duration of the main respondent pilot interviews.

Table 3-2 Average length of main respondent interview: pilot sample¹

	Length of CAPI interview (minutes)		
	All cases	Panel	Booster
Mean	62	61	64
Median	58	57	59
Max	150	150	137
Min	20	20	32
Base	84	55	29

¹ Calculated from CAPI timings

3.2.4 Post pilot modifications

Following the pilot survey, the research team made a number of changes to some parts of the questionnaire and survey process. These included:

- More concise wording and interviewer instructions in the tax credit renewal questions.
- Interviewers to be provided with “labelled” copies of the different types of tax credit documents.
- It was decided not to include the question about data linking at the main stage.
- Decision to include the option of completing the partner interview by telephone at the mainstage.

A full listing of issues arising from the pilot can be found in the pilot report (in Appendix A).

3.3 CAPI testing

Pre and post-pilot changes were tested in Blaise; the programming language used for computer assisted interviewing, to ensure that the questionnaire performed well. This process was iterative and went on throughout the development stage, intensifying after the pilot when a number of changes and refinements were made to the program. In particular, the following aspects of the questionnaire were tested:

- The accuracy and sense of questionnaire wording and response options;
- The accuracy of the show card references;
- Appropriate instructions to interviewers were included, where required, in the standard format (i.e. in block capitals) or in help screens;
- The accuracy of existing range and consistency checks and the identification of additional checks to be programmed;
- That the questionnaire coped with different scenarios correctly, that is to say that any routing, range or consistency checks were appropriate for all foreseeable circumstances.

4 CONDUCTING OF FIELDWORK

4.1 Sample for 2004 (Wave 6)

The selected sample for 2004 was made up of the following cases:

- 7,981 panel cases (of which 156 were from the opt in procedure);
- 1,363 booster cases (of which 14 were booster re-entry cases¹⁴)

4.2 Opt-out letter from the DWP

All cases in the booster sample were sent a letter giving them an opportunity to opt out of the survey. This is a standard procedure used when a sample is drawn from benefit records, and means that only the addresses of sample members who have not opted out are issued to interviewers to contact. The letter stressed that this was a genuine research project and that any information provided by respondents would be treated in strict confidence. A copy of the opt-out letter is included in Appendix B.

Families in the panel and opt-in samples did not receive an opt-out letter in 2004 as they had participated in the opt-out exercise in their first contact with the survey.

Staff from the DWP Information Directorate (IFD) carried out this exercise in 2004 (wave 6). 1349 cases were selected from the child benefit records and a total of 126 cases (9.3 per cent) contacted IFD within the specified time period, by telephone or letter to opt-out of the survey.

Previous opt out rates have been 11.8 per cent in 1999 (wave 1), 10.1 per cent in 2000 (wave 2), 8.8 per cent in 2001 (wave 3), 10.3 per cent in 2002 (wave 4) and 11.1 per cent in 2003 (wave 5).

After removing those cases that opted-out during the specified time period from the in-scope sample, 9,199 cases were issued to interviewers¹⁵. These were split between the different sample types as follows:

- 87 per cent (7,977) panel sample (including the 156 from the opt in procedure);
- 13 per cent (1,222) booster sample (excluding the 126 from the opt out procedure)

4.3 Advance letter from the National Centre

An advance letter was sent to all panel and booster cases notifying them that they were about to be contacted by an interviewer from the National Centre. The interviewers sent the letters themselves rather than centrally, the intent being to minimise the amount of time between the respondent receiving the letter and the interviewer calling at the address. Different letters were sent according to the sample type. Interviewers could distinguish between the letters by looking

¹⁴ See section 2.2.2 for explanation of booster re-entry cases

¹⁵ The total issued was originally 9,218 but 19 cases (4 panel and 15 booster) were removed from the sample following issuing as the address updates were found to be incorrect.

at the bottom right hand corner of the letter. A circled **P** indicated that the letter was to be sent to a panel address, a circled **B** indicated a booster address. Copies of these letters appear in Appendix B.

Interviewers were also given a 'mover letter' for panel and re-screen sample types. This letter is designed to collect new address details of the named respondent, if the interviewer finds that they have moved and the new occupant is unwilling to pass on a forwarding address. The letter is given to the new occupant to post to the named respondent on behalf of the National Centre. The letter asks the named respondent to provide details of their new address either by calling a freephone number or by using the form provided with the letter. Copies of these letters also appear in Appendix B.

4.4 Briefing and interviewer numbers

A series of 24 briefing sessions were held between the 14th September and 8th October 2004. At wave 6 there were two types of briefings; ten 'Full' one day briefings for interviewers new to the study or those interviewers who did not work on the last wave and fourteen 'Refresher' half day briefings for those interviewers who worked on the study in 2003. National Centre researchers, in conjunction with officials from DWP, conducted the briefings.

Eight of the briefings were held in London with the remainder taking place in Bristol (3), Birmingham (1), Derby (3), Glasgow (2), Leeds (3), Liverpool (2), Manchester (1) and Newcastle (1). In total, 317 interviewers were briefed and worked on the study. Of these, 77 per cent (243) had worked on the study in 2003 (wave 5). All were trained members of the *National Centre's* interviewing panel.¹⁶

4.5 Fieldwork progress

After attending one of the briefings, interviewers immediately commenced work. Fieldwork lasted for a total of 23 weeks. The majority of the interviewer workload was completed in a three-month period with 75 per cent being returned to the office before the end of December.

There was very little difference in fieldwork progress between the sample types with just a slight increase in the interviews completed on the panel sample in November. This is illustrated in Table 4-2.

Table 4-1 Date of last visit by interviewer to household

Work completed by the end of ...	Panel %	Booster %	All %	All (count)
October	20.3	20.9	20.3	1871
November	38.9	31.8	37.9	3490
December	16.3	19.5	16.7	1539
January	19.9	21.9	20.2	1855
February	4.0	5.2	4.2	384

¹⁶ The majority of interviewers were grade B or above (85 per cent); grade A indicates new interviewers, and grades B and above indicate experienced interviewers.

March	0.1	0.2	0.1	7
Date of return missing	0.6	0.6	0.6	53
Base: All issued addresses	7977	1222	100	9199

Once contact with a household had been made, the final output relating to that case was transmitted to the *National Centre's* Brentwood office by the interviewers via telephone modem. The outcome code¹⁷ for each case was integrated into a database that was essentially the sample file for the survey. With this information, fieldwork progress could be updated on a daily basis.

This information, broken down by sample type, was reported on a weekly basis to DWP officials. An example of this output is included in Appendix B.

Using this information the researchers were able to identify potential problems with fieldwork. This data influenced decisions about re-issuing unproductive cases and was used to inform the quality control exercise.

4.6 Interviewer workload

The mean number of productive interviews carried out per interviewer was 24 with 74 being the maximum.

The average **duration** of each interview is shown in Table 4-3¹⁸.

Table 4-2 Average duration of interview, by type of interview

	Panel		Booster		All	
	<i>Mean</i>	<i>Median</i>	<i>Mean</i>	<i>Median</i>	<i>Mean</i>	<i>Median</i>
Lone Parent household	56	52	61	58	56	53
Couple households						
- main respondent & full face-to-face partner interviews	58	54	60	56	58	54
- main respondent & full telephone partner interviews	57	52	60	57	58	53
- main respondent & proxy partner interview	56	51	58	55	56	52
- main respondent interview, no partner interview (proxy or full)	55	52	60	63	56	53

¹⁷ An outcome code is a three-digit number that classifies the result of contact with each case. The code summarises information about the case, such as its eligibility to the study and the outcome of interview. The outcome code is recorded on the Address Record Form (ARF).

¹⁸ Separate figures were not available for both the main and partner interviews. Outliers at the top and bottom of the distribution have been recoded to fall within the range of 20 to 130 minutes. This affected 140 cases. In a further 104 cases length of interview data was incomplete and these cases have been excluded from the calculation of mean interview length.

Total	57	52	60	56	57	53
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The mean interview length was 57 minutes and the median was 53 minutes, a decrease of 2 minutes on the median interview length in 2003. Of all productive interviews, just above seven per cent lasted 90 minutes or more, a similar proportion to those over 90 minutes in 2003.

Data relating to the number of calls¹⁹ required by an interviewer to complete a productive interview were collected. In 89 per cent of cases, more than one call was required to complete a productive interview, with the average number of calls being 3.7 and the median 3.0. The average number of calls made to achieve a productive interview was slightly lower for panel cases (3.7 for panel vs. 3.9 for booster cases).

Table 4-3 shows that the average number of calls is greater for unproductive interviews compared to productive which is consistent with previous waves of FACS. These results show that interviewers work consistently hard year on year to achieve the maximum number of productive interviews.

Table 4-3 Average number of calls made by interviewers, by productive and unproductive interviews

	Panel <i>Mean</i>	Booster <i>Mean</i>	All <i>Mean</i>
Productive interviews	3.7	3.9	3.7
Unproductive interviews	4.3	4.6	4.4

4.7 Re-issuing of cases

During the course of fieldwork a small number of “returned” cases were re-issued to interviewers. This is standard practice on *National Centre* projects.

In total, 163 cases were sent back to interviewers. From the 163 cases re-issued, productive interviews were achieved in 69.9 per cent, or 114 households.

4.8 Fieldwork quality control procedures

As with all surveys conducted by the *National Centre*, a programme of back checking interviewer work was undertaken. In addition to checking the quality of the interviews, there was also a desire to validate the screening exercise.

4.8.1 Interview conduct

Periodically throughout fieldwork, random subsets of respondents were telephoned to check that the interviews were conducted correctly. If they could not be contacted by telephone, they were sent a postal questionnaire. The total number selected amounted to 16 per cent of those

¹⁹ This covers personal visits made by interviewers to the household.

interviewed. Each 'main' respondent selected was thanked for their co-operation and invited to comment on the survey and the way it was carried out.

In total, 1319 respondents were selected for telephone contact and of these, 733 were contacted. A further 62 respondents were sent a postal questionnaire with 19 returning this. In total, ten per cent of those interviewed were successfully checked and in all cases respondents confirmed that the interview had been conducted correctly.

5 SUMMARY OF OVERALL RESPONSE

5.1 FACS response rates

The FACS cross-sectional response rate for any one year is calculated as the proportion of eligible families²⁰ who gave a productive main interview in that years' survey. By measuring those who took part and those who did not, we gain an insight into the representativeness of FACS findings in comparison with the whole population of families with dependent children.

The FACS longitudinal response rate (also called the panel sample retention rate) is the proportion of respondents who took part in one year who were also interviewed in future waves. For example, it calculates the likelihood of a family with children, first interviewed in wave 1 (1999) participating again in wave 2 (2002), or the probability of a family interviewed in 2001 providing a productive interview again in 2004.

5.2 Details of response in 2004 (wave 6)

5.2.1 Overall response rate

The overall response rate, that is the proportion of (eligible) families who took part in a main interview, can be presented in a number of ways. Two alternative response rates are discussed below:

- The **contact rate** is calculated by dividing the number of addresses contacted by interviewers by the number of issued addresses. The contact rate is an indicator of the quality of the contact details from the sampling frames. The contact rate was highest amongst the panel sample at 95 per cent, and lowest among the booster sample at 84 per cent.
- The **co-operation rate** describes how many of those respondents who were contacted agreed to take part in a main interview. Those who could not be contacted or were ineligible are excluded from the calculation. The number of families participating in a main interview is divided by the number of addresses contacted by the interviewer (the contact rate).

The initial selected sample consisted of 9,344 families. This included 7,981 panel cases and 1,363 booster cases. In total there were 7,471 completed interviews. This represents an overall response rate of 80 per cent, in other words, 20 per cent of eligible respondents were not interviewed for some reason. Of the panel families (respondents in previous waves) 84 per cent took part while three-fifths (59 per cent) of booster (new) cases provided a productive interview. (Table 5-1). The co-operation rate to main interview was also higher among the panel sample,

²⁰ An eligible family is defined as one with a respondent who has a dependent child living in his/her place of residence. However, if a family has previously participated in FACS they are eligible for interview for one year after no dependent children remain in the household.

compared to the booster sample, with 88 per cent providing a productive interview compared to 70 per cent.

5.2.2 Non-contact with sample members

Table 5-1 also provides a detailed breakdown of response to the survey. In total, 627 families from the initial sample could not be contacted, representing seven per cent of the sample. This was because, either the respondent had moved but provided no follow-up address (five per cent of addresses), or the respondent could not be contacted after four calls (two per cent). As might be expected, the non-contact rate was higher for new (booster) cases compared to panel cases, 16 per cent of booster addresses were through non-contact, compared to five per cent of the panel.

Measures were taken to try to reduce the number of non-contacts prior to issuing the sample. Panel families were sent a Newsletter of findings together with a 'Change of Address' card asking them to let us know if they moved. In addition, when supplied by the respondent at a previous interview, interviewers had the name and contact details of a 'stable' person who could be contacted if trying to trace a panel respondent. All cases from the 2003 sample (panel) were sent to the DWP who checked against Child benefit records and provided up-dated addresses. Booster cases came from Child Benefit records. Where interviewers were able to establish that the named person had moved from the sampled address, they were asked to try to obtain a follow-up address from the present occupants. If they were successful, the named person would be followed up. However, the non contact rate is higher in wave 6 than in previous waves, but this may reflect modern practices in child benefit payments, whereby payment is made directly into a bank account and thus reduces the importance of up-to-date address information.

5.2.3 Refusal to participate in the study

Refusals to participate in the survey are defined as refusals *prior to the interviewer establishing whether the household is eligible for the survey* and are considered to be distinct from refusals of eligible respondents. There were four categories of refusal to participate in the survey.

- Opt-outs;
- Late opt-outs (those people who contacted the Natcen opt out phone line or the DWP after the cut off date specified in the opt-out letter);
- HQ refusals (those people who contacted the *National Centre* offices); and
- Refusal of information about the occupants of the sampled address to the interviewer.

Of those families contacted, the overall refusal rate to participate in the survey was three per cent of the overall initial sample (Table 5-1). A further 39 cases (less than one per cent of the sample) were found, upon contact, to be ineligible to participate in the study.

5.2.4 Reasons for non-interview with contacted eligible families

Contacted non-productive cases can be split into two groups - those due to a refusal and those where an interview did not occur for some other reason.

Across all samples there were 827 refusals by eligible respondents, which represents nine per cent of those contacted from the sample. The majority of these refusals were personal refusals by

the respondent to the interviewer (578 cases, three-quarters of all refusals to main interview). There were a small number of cases (50) where another resident of the household refused on behalf of an eligible respondent. The remaining refusals were broken appointments where the interviewer was unable to re-contact the respondent – 199 cases, just under a quarter of all refusals of eligible respondents. In a further 115 cases (one per cent of the sample) a main interview could not be carried out for reasons other than refusal (Table 5-1).

Table 5-1 Summary of yield by sample type

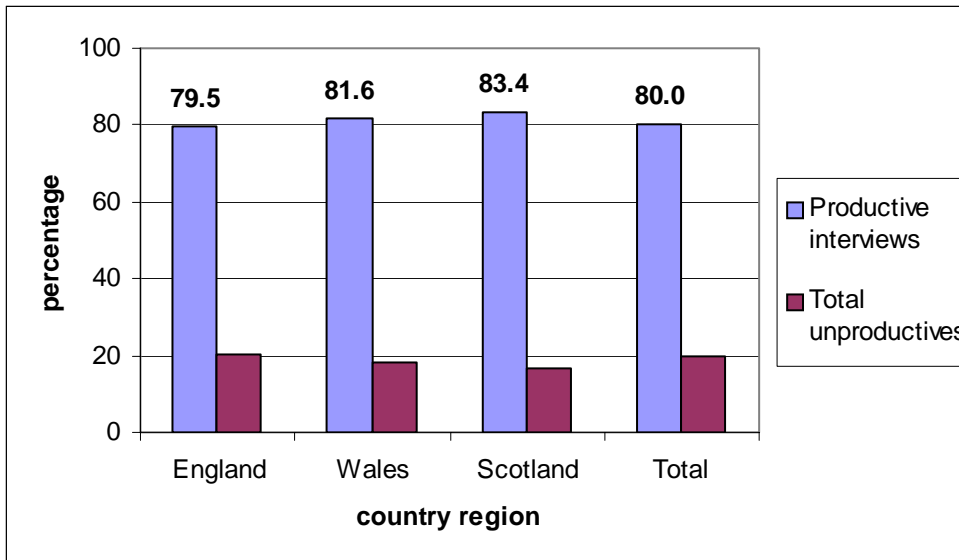
	All	%	% of those contacted	Panel*	%	% of those contacted	Booster	%	% of those contacted
Initial Sample	9,344	100		7,981	100		1,363	100	
"-9" Not issued to field (pre or after opt in)	0	0		4	0		14	0	
<i>Total Addresses eligible for survey</i>	<i>9,344</i>	<i>100</i>		<i>7,887</i>	<i>100</i>		<i>1,349</i>	<i>100</i>	
Non contact with sample member	627	6.7		411	5.1		216	15.8	
1 Address inaccessible	10	0.1		0	0.0		10	0.7	
2 No contact after 4+ calls	169	1.8		99	1.2		70	5.1	
3 Mover address not known	448	4.8		312	3.9		136	10.0	
Contact made at address	8,717	93.3	100	7,570	94.9	100	1,147	84.2	100
Refusal to participate in the survey	268	2.9	3.1	100	1.3	1.3	168	12.3	14.6
4 Opt out	128	1.4	1.5	0	0.0	0.0	126	9.2	11.0
5 Late opt out	4	0.0	0.0	0	0.0	0.0	4	0.3	0.3
7 Refusal to National Centre Office	106	1.1	1.2	95	1.2	1.2	13	1.0	1.1
8 Refusal of info about occupants	30	0.3	0.3	5	0.1	0.1	25	1.8	2.2
9 Not eligible - no dependent children	16	0.2	0.2	0	0.0	0.0	16	1.2	1.4
10 Other non-eligible	23	0.2	0.3	8	0.1	0.1	15	1.1	1.3
Families eligible for main interview	8,488	90.8	97.4	7,478	93.7	98.8	1,010	74.1	88.1
Total refusal of eligible respondents	827	8.9	9.5	700	8.8	9.2	127	9.3	11.1
11 Refusal in person	578	6.2	6.6	497	6.2	6.6	81	5.9	7.1
12 Refusal by proxy	50	0.5	0.6	44	0.6	0.6	6	0.4	0.5
13 Broken appointment no recontact	199	2.1	2.3	159	2.0	2.1	40	2.9	3.5
Total other reasons for no interview with eligible respondent	112	1.2	1.3	94	1.2	1.2	18	1.3	1.6
14 Ill/ away during fieldwork	44	0.5	0.5	42	0.5	0.6	2	0.1	0.2
15 Inadequate English/ senile	12	0.1	0.1	4	0.1	0.1	8	0.6	0.7
16 Other non interview	56	0.6	0.6	48	0.6	0.6	8	0.6	0.7
Main interview achieved	7,471	80.0	85.7	6,668	83.5	88.1	803	58.9	70.0
17 Main interview in full	7,467	79.9	85.7	6,664	83.5	88.0	803	58.9	70.0
18 Main interview in part	4	0	0	4	0.1	0.1	0	0	0.0

*Panel includes 156 panel opt-in cases.

5.3 Regional response variations

Figure 5-1 summarises survey outcomes across England, Wales and Scotland. Overall, the rate of productive interviews achieved was highest in Scotland (83 per cent). England had a lower productive interview rate of 80 per cent.

Figure 5-1 Response rates by country



5.4 Child self-completion questionnaire

This year was the second wave of FACS in which a child self-completion questionnaire was introduced. All children aged 11-15 were eligible to receive a self-completion, which covered issues of activities in spare time, school life, and opinions about the local neighbourhood and the family.

The self-completion booklet was either given to the children at the same time as the main interview or left with the respondent for the children to complete later. Self-completions were then either returned to the office by the interviewer (collected at the end of the interview or on a return visit) or by the respondent.

Table 5-2 shows that of 3,371 children who were eligible to receive the questionnaire, 98 per cent agreed to complete the questionnaire and of these, 88 per cent were returned to the office (86 per cent of those eligible). The rate of returned questionnaires was higher among panel cases than booster cases (89 per cent compared to 77 per cent).

Table 5-2 Child self-completion questionnaire response rates, by sample type

Sample type		
Panel	Booster	All families

Total children aged 11-15	3,227	144	3,371
Agreed to self-completion	3,159	139	3,298
% of those aged 11-15	97.9	96.5	97.8
Returned self-completions	2,795	107	2,902
% of those agreeing	88.5	77.0	88.0
% of those aged 11-15	86.6	74.3	86.1

5.5 Partner interview

Interviews were conducted with two distinct types of family, lone parents and couples. In summary:

- Twenty-eight per cent of interviews were with lone parent families, and 72 per cent with couples.
- In over two-fifths of participating families (46 per cent) – or 64 per cent of couple families – a full interview was conducted with both partners in a couple.

In cases where the full partner interview was not collected, a proxy partner interview was carried out. This was to minimise the risk of having no data about the partner. Thus, in cases where there was any doubt that the partner would be interviewed in person or over the telephone, interviewers were asked to collect a few key pieces of information from the main respondent about their partner. These included:

- Current or recent work status;
- Earnings;
- Industrial and occupational classification data; and
- Qualifications.

Having collected this proxy information, the intention was either for the interviewer to return to conduct an interview, or to conduct an interview with the partner over the telephone.

A total of 1,946 main respondents were asked whether they would provide this information with 1,867 (96 per cent) agreeing to this request. There were a further 74 cases where an interview was expected with the partner but for one reason or another this did not take place. In these cases no proxy information about the partner was collected from the main respondent.

Table 5-2 shows the partner interview outcomes for couple families. Information about the partner was obtained in all but one per cent of couple households. This breaks down to 64 per cent of cases providing a full partner interview and 35 per cent a proxy partner interview. The rates across different sample types vary slightly – with panel cases marginally less likely to have a full partner interview than booster cases (63 per cent compared to 69 per cent).

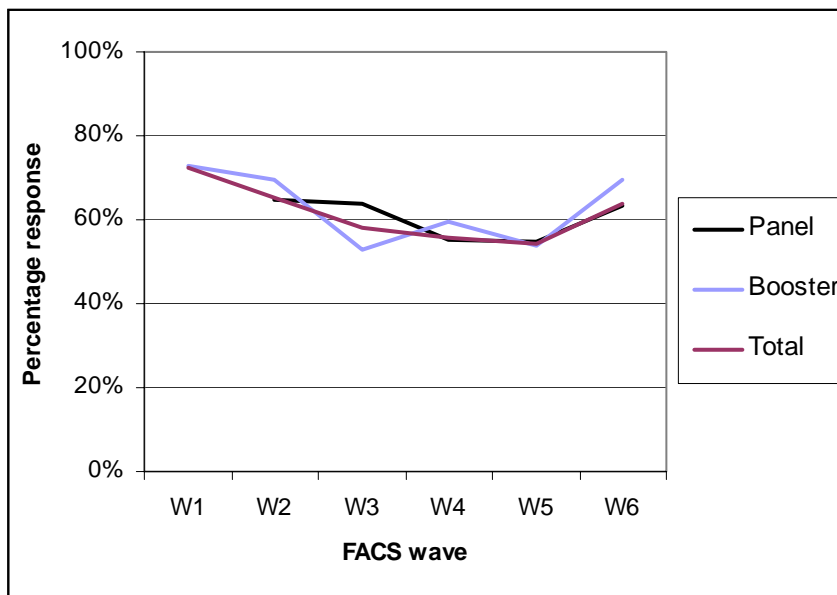
Table 5-3 Outcome of partner interview, by sample type

	Sample type		
	Panel (Col %)	Booster (Col %)	All couple families (Col %)
Full interview obtained with partner	3,025 63.2	398 69.4	3,423 63.8
- Face-to-face interview	2,461 51.4	308 53.7	2,769 51.6
- Telephone interview	564 11.8	90 15.7	654 12.2
Proxy partner interview	1,700 35.5	167 29.1	1,867 34.9
No partner interview	65 1.4	9 1.6	74 1.4
Total	4,790 100.0	574 100.0	5,364 100.0

For couple households where the outcome was a proxy partner interview or no partner interview, interviewers were asked to record the reason why a full partner interview had not been obtained. The two most common reasons were refusals: in the majority of cases (68 per cent) the reason given was a proxy refusal (i.e. by someone other than the partner); this compares to nine per cent where the partner refused in person.

The response rate to the partner interview over the six waves of FACS has varied, from 54 per cent in wave 5 to 73 per cent in wave 1 (Figure 5-2). The most recent wave saw an upturn in a previously downwards trend in partner response, with 64 per cent of partners interviewed compared to 54 per cent in wave 5 and 56 per cent in wave 4. This is likely to be due to the option of conducting the partner interview over the telephone. Whether the family is part of the panel or booster sample does not appear to affect the partner response rate. In wave 2 partners were offered a £5 incentive for a full interview but as can be seen this did not significantly raise the response rate.

Figure 5-2 **Response to partner interview over time, by sample type**



5.6 Comparing cross-sectional response rates over time, FACS waves 1 to 6

With the exception of the first wave of FACS in 1999, the overall response rate to the surveys has remained constant, with around four-fifths of eligible families providing a productive interview at each wave. This is shown in Table 5-4. The panel response rate over FACS has remained consistently between 80 per cent and 85 per cent. The booster response rate has fluctuated between 49 per cent in wave 2 and 60 per cent in wave 6. The relatively high response in the latest wave of booster cases could be due to the fact that new respondents were also offered a £10 incentive to participate in the study, where previously only the panel sample received an incentive payment.

The FACS sample also contains a rescreen sample, from waves 2 to 4²¹, and an opt-in panel sample from waves 5 and 6. The rescreen sample response rate has varied between 36 per cent in wave 2 to 70 per cent in wave 3, when the rescreen sample contained those higher income families who were previously ineligible in waves 1 and 2 (Table 5-4).

Over the six waves of FACS, measures have been taken to try to reduce the number of non-contacts (respondents who cannot be traced) prior to issuing the sample. From wave 5, when supplied by the respondent at a previous interview, interviewers had the name and contact details of a 'stable' person who could be contacted if trying to trace a panel respondent. In wave 6 panel families were sent a Newsletter of findings together with a 'Change of Address' card asking them to inform the National Centre if they moved house. In addition, all cases from the 2002 sample (panel) were sent to the DWP who checked against Child benefit records and provided up-dated addresses.

²¹ The rescreen sample contains those families who were ineligible to participate in FACS in waves 1 and 2 (likely because their family income was too high) who became eligible to participate when the sample was redrawn in wave 3.

Table 5-4 Productive interviews at each wave of FACS by sample type

Wave	Panel productive interview		Booster productive interview		Opt-in / rescreen productive interview		Overall	
	Per cent	Count	Per cent	count	Per cent	count	Per cent	count
1	n/a	n/a	50	4,659	n/a	n/a	50	4,659
2	83	4,092	50	474	36	686	78	5,252
3	84	4,671	56	727	70	3,143	80	8,541
4	84	6,919	59	811	59	153	80	7,883
5	87	6,846	56	767	65	133	82	7,746
6	84	6,578	60	803	58	90	80	7,471

5.7 FACS longitudinal response rate (1999-2004)

The same respondents are interviewed every year in FACS as part of a panel sample. This provides valuable longitudinal data on changes in family circumstances as well as a yearly snapshot of family characteristics. However, as with any other panel study (for example, the British Household Panel Survey, BHPS) there can be problems with respondents dropping out of the sample (termed “attrition”) leading to the panel becoming either too small or unrepresentative of the total population. A further concern with the FACS panel is the “ageing out” of the sample. An eligibility criteria of FACS is that a family must have a dependent child²² to participate. It is expected that a certain number of families will become ineligible to participate as their children grow older or leave the household. The rate of ageing out in FACS has been estimated at 3.5 per cent of families each year (McKay, 2003).

5.7.1 Attrition analysis (wave 5 to wave 6)

For Wave 6, 328 childless households were removed from the sample and so an analysis of attrition from wave 5 (2003) to wave 6 (2004) must remove this group from consideration. Table 5-5 shows that of the 7,249 productive interviews conducted in 2003 (excluding childless households), an interview was conducted in 6,208 or 86 per cent of cases in 2003. Refusals to the interviewer were the largest contributor to panel attrition this year, representing nine per cent of those who were successfully interviewed in 2003. This was followed by non-contact with the address (four per cent).

Table 5-5 Panel Attrition 2003 – 2004 for those interviewed in 2003

	Count	Percent
Productive interviews in 2003	7,249	100.0%
Of which: ²³		
Productive interview in 2004	6,208	85.6%

²² Defined as a child in the household, who is under 16, or 18 and under, and in full time education.

²³ The breakdown excludes 10 cases for which this data is incomplete. Families with no dependent children in 2003 were excluded from the analysis.

Not issued to field in 2004	2	<1%
Opt out	2	<1%
Refusal / non-contact / unable to take part in 2004	1,039	14.3%
Non-contact	302	4.2%
Refusal	657	9.1%
Unable to take part	37	0.5%
Other	45	0.6%

5.7.2 Panel attrition analysis (wave 1 to wave 6)

As Table 5-6 shows there have been similar attrition rates amongst all six of the yearly panel cohorts in FACS. On average, between a quarter and one fifth of respondents drop out after the first year, followed by roughly ten per cent of cases in years thereafter. On average in FACS, 78 per cent of any yearly cohort is interviewed again in the year following the first interview, 71 per cent of cases are still in the study after two years, 64 per cent after three years, 56 per cent after four years, and about half (50 per cent) remain after the sixth wave of interviews (Table 5-6 and Figure 5-3).

Figure 5-3 FACS yearly panel response rates, as a percentage of original cohort

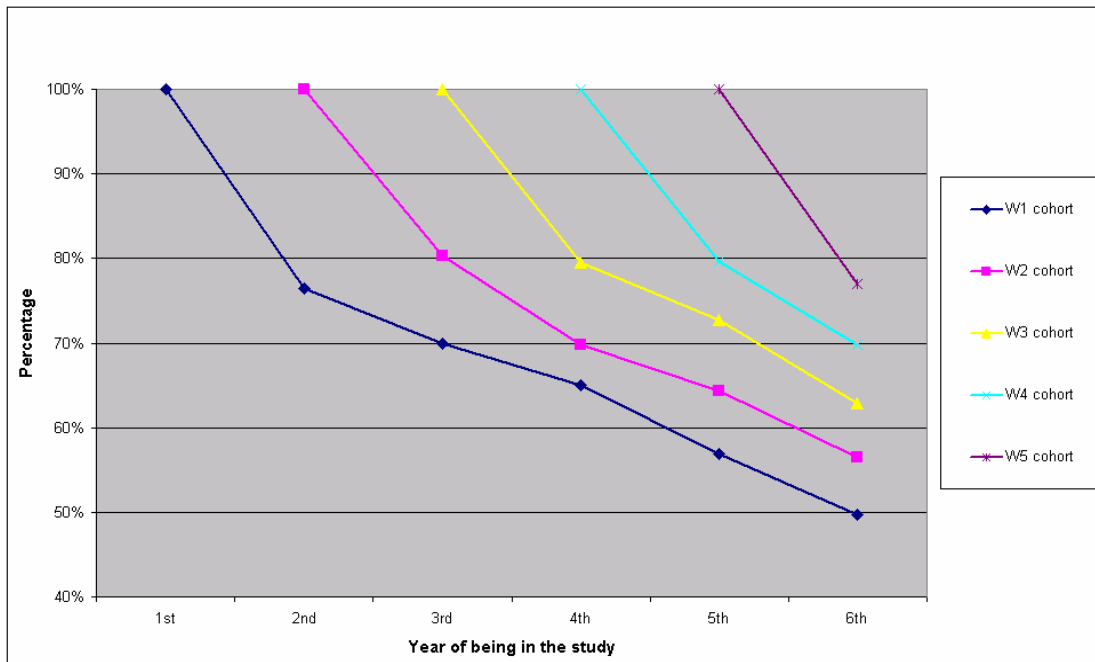


Table 5-6 Longitudinal response as a percentage size of the original cohort, and of each waves' interviewed sample size

FACS year	Year of first interview																
	1999	As % of original cohort	As % of last wave	2000	As % of original cohort	As % of last wave	2001	As % of original cohort	As % of last wave	2002	As % of original cohort	As % of last wave	2003	As % of original cohort	As % of last wave	2004	As % of original cohort
1999*	4659	100%															
2000	3560	76%	76%	1160	100%												
2001	3260	70%	92%	932	80%	80%	3871	100%									
2002	3031	65%	93%	809	70%	88%	3079	80%	80%	964	100%						
2003	2651	57%	87%	746	64%	91%	2814	73%	91%	768	80%	80%	767	100%			
2004	2313	50%	87%	656	57%	89%	2436	63%	86%	673	70%	88%	590	77%	77%	803	100%

*Excludes family credit sample

**Approximated projected sample sizes/attrition rates. Account has be taken of respondents being "aged-out" of the sample (approx. 3.5% of families per year)

5.7.3 Demographic profile of the FACS panel

Table 5-7 shows that of the 4,206 productive interviews conducted in 1999, an interview was conducted in 2,174 or 52 per cent of cases in 2004. A natural question to ask is whether the reduced sample of cases in 2004 looks different from the original sample of 1999. That is, is the attrition of the sample from 1999 to 2004 spread evenly amongst different social groups or are some groups more likely to dropout than others? The following analysis looks at a range of socio-demographic characteristics and compares those families successfully interviewed in the first wave (1999) with those families who were still involved in 2004. Please note that this analysis compares the two groups in terms of their characteristics in 1999.

Table 5-7 shows a clear similarity in terms of socio-demographic characteristics between the original sample of 4,206 families in 1999 and the 2,174 families who also participated in 2004. However, a number of interesting differences do emerge. First, there is some evidence to suggest that non-whites are more likely to dropout than whites. Whilst 88 per cent of those taking part in 1999 were from the white group, 93 per cent of those also taking part in 2004 belonged to this category. Second, those living in the London area are more likely to dropout than families in other regions. Whilst 12 per cent of those taking part in 1999 were living in London, only nine per cent of those also participated in 2004. Finally, there is some evidence to suggest that families with younger children are less likely to drop out of FACS. Whilst 75% of the families taking part in 1999 had a child below the age of 10, 83% of those also participating in 2004 did so.

Table 5-7 Profile of respondents in 1999 and 2004 (excluding childless households)

Socio-demographic characteristics in 1999	Productive interview 1999 ¹ Column % per category	Productive interview 2004 ¹ Column % per category	Count
Ethnic group			
White	88	93	2,013
Black	4	3	64
Asian	6	3	63
Other	2	2	34
Missing	<1	-	
Receipt of Income Support			
Not on Income Support	65	66	1,427
Receiving Income Support	35	34	747
Receipt of state benefit (not Income Support)			
Not on state benefit	60	63	1,365
Receiving state benefit	40	37	809
Missing	<1	-	
Employment status			
Non working	58	55	1,199
Working	42	45	975
Tenure			
Not home owners	60	58	1,264
Home owners	40	42	910
Partnership status			
Couple	47	46	1,009
Lone parent	53	54	1,165
Government Office Region			
North East	7	7	156
North West	11	10	207
Merseyside	1	1	20
Yorkshire & Humberside	9	10	219
East Midlands	9	9	190
West Midlands	9	10	207
South West	8	9	187
Eastern	6	7	153
London	12	9	190
South East	10	10	212
Wales	7	8	173
Scotland	9	10	223
Missing	2	2	37
Age of main respondent			
16-24 years	10	10	222
25-29 years	17	18	386
30-34 years	26	29	628
35-39 years	22	24	525
40-44 years	15	13	278
45+ years	10	6	135

Socio-demographic characteristics in 1999	Productive interview 1999 ¹ Column % per category	Productive interview 2004 ¹ Column % per category	No.
Number of dependent children			
No dependent children	<1	0	1
One dependent child	37	34	734
Two dependent children	37	40	873
More than two	26	26	566
Age of youngest child			
0-4 years	45	50	1,080
5-9 years	30	33	715
10-15 years	21	17	368
16+ years	3	0	3
Missing	1	0	8
<i>Base</i>	4,206	2,174	

¹ Percentages may not sum to 100 due to rounding.

It is also helpful to conduct the same analysis for the 2001 panel. The reason for interest in this group is that the sample design changed in 2001 when the study expanded to include families of all income levels (previously only low to moderate income levels were included). Table 5-8 shows that of the 7,295 productive interviews conducted in 2001 (excluding childless households removed from the wave 6 sample), an interview was conducted in 4,999 or 69 per cent of cases in 2004. Again it is of interest to ask whether the attrition of the sample from 2001 to 2004 is spread evenly amongst different social groups or whether some groups are more likely to dropout than others. Please note that this analysis compares the two groups in terms of their characteristics in 2004.

Table 5-8 shows a clear similarity in terms of socio-demographic characteristics between the sample of 7,295 families in 2001 and the 4,999 families who also participated in 2004. As in the earlier analysis of attrition between 1999 and 2004, differences occur in the ethnic and region categories. First, there is some evidence to suggest that non-whites are more likely to dropout than whites. Whilst 92 per cent of those taking part in 2001 were from the white group, 94 per cent of those also taking part in 2004 belonged to this category. Second, those living in the London area are more likely to dropout than families in other regions. Ten per cent of those taking part in 2001 lived in the London area, whereas only eight per cent of those families also participated in 2004.

Table 5-8 Profile of respondents in 2001 and 2004 (excluding childless households)

Socio-demographic characteristics in 2001	Productive interview 2001 ¹ Column % per category	Productive interview 2004 ¹ Column % per category	No.
Ethnic group			
White	92	94	4,702
Black	2	2	99
Asian	4	3	129
Other	2	1	69
Receipt of Income Support			
Not on Income Support	83	83	4,143
Receiving Income Support	17	17	856
Receipt of state benefit (not Income Support)			
Not on state benefit	13	13	653
Receiving state benefit	87	87	4,346
Employment status			
Non working	36	35	1,736
Working	64	65	3,263
Tenure			
Not home owners	33	33	1,651
Home owners	67	67	3,348
Partnership status			
Couple	72	71	3,545
Lone parent	28	29	1,454
Government Office Region			
North East	6	6	297
North West	11	10	522
Merseyside	1	1	47
Yorkshire & Humberside	9	10	486
East Midlands	8	8	414
West Midlands	10	11	531
South West	9	9	443
Eastern	7	8	377
London	10	8	396
South East	14	13	651
Wales	6	6	309
Scotland	9	9	467
Missing	1	1	59
Age of main respondent			
16-24 years	7	7	342
25-29 years	11	11	556
30-34 years	22	23	1128
35-39 years	26	26	1316
40-44 years	21	20	1014
45+ years	13	13	628

Socio-demographic characteristics in 2001	Productive interview 2001 ¹ Column % per category	Productive interview 2004 ¹ Column % per category	No.
Number of dependent children			
No dependent children	1	0	21
One dependent child	37	36	1,822
Two dependent children	42	44	2,194
More than two	19	19	962
Age of youngest child			
0-4 years	42	43	2,149
5-9 years	28	29	1,462
10-15 years	26	26	1,282
16+ years	4	2	102
Missing	<1	0	4
<i>Base</i>	7,295	4,999	

¹ Percentages may not sum to 100 due to rounding.

6 WEIGHTS AND IMPUTATION

This section describes the weighting and imputation of the FACS data. The basic design of the 1999 (Wave 1) sample was to select an equal number of families from postcode sectors selected with a probability proportional to the total number of families. This design is self-weighting. However, weights are needed to deal with subsequent attrition from the sample, including those first interviewed in later waves. A grossing weight has also been calculated, to ensure the sample has characteristics very close to those of the population when analysed as a cross-section.

Such weighting serves to compensate for total (or unit) non-response, when none of the survey responses are available for a sampled family at a particular wave (Kalton and Kasprzyk, 1986). Total non-response may arise, for example, because of a refusal to participate or a family was not successfully traced from one wave to the next. Imputation procedures, on the other hand, serve to compensate for item non-response, when some but not all of the responses are available. Item non-response arises, for example, because of item refusals, 'don't knows' or omissions.

6.1 Weights for longitudinal respondents

When analysing panel data, we are (generally) only interested in cases where we have responses from a number of waves so that estimates of change (i.e. the movement from one state to another) can be produced. Now that FACS is a panel over six waves (years) there are a number of possible combinations of data collection points over which change can be measured. For example, it is possible to measure change over consecutive years (e.g. Wave 1 to Wave 2 and Wave 2 to Wave 3) as well as change over non-consecutive years (e.g. Wave 3 to Wave 6). As shown elsewhere in this report, not all families who participate in any given year continue to do so in subsequent years. For example, of the 7,259 families with dependent children at Wave 5, 86% (6,207) were successfully interviewed at Wave 6.

The fact that 1,052 families have been "lost" from the sample between these two waves – either through refusals, non-contacts or some other form of sample attrition – needs to be taken account of in any analysis. This attrition is likely to get larger over time, although because of the effort put into tracking individuals and families, it is also possible that those lost at some stage in the panel can subsequently make their way back into the study. Nevertheless, assuming that the sample attrition has not occurred randomly, certain groups or types of families may be more or less likely to have left the panel. Failure to take into account this sample attrition will mean that the analysis of wave on wave change could be performed on samples that are not representative of families in general. To overcome the effects of non-random attrition, it is necessary to calculate longitudinal weights.

Two different sets of longitudinal weights are supplied with FACS datasets - balanced panel weights and paired transition weights.

6.1.1 *Balanced panel weights*

The following balanced panel longitudinal weights are supplied with the 2004 data²⁴.

- fLWAF '*Balanced panel longitudinal weight ALL families*'. Use for looking at waves 3-6, with a base of all families with dependent children in 2001. Only in the FACS 2002, 2003 and 2004 datasets, by definition.
- fLWOF '*Balanced panel longitudinal weight ORIGINAL families*'. In all datasets (but set as aLWOF=1 in the FACS 1999 dataset).

Balanced panel analyses can be used to explore patterns in a definitive group of respondents over time, for example, trends in family circumstances and fluctuations in income and work status. The distinctive feature of balanced panel analyses is that they only use respondents who have taken part in all years of interest.

One definitive group of FACS respondents are those who have taken part in all six waves. This subset of FACS respondents represents a sample of *original* lone parent and lower/moderate income couple families, as high-income families were excluded from waves 1 and 2.

In general, the longitudinal weights supplied with panel data at any wave represent the product of the sequence of attrition weights accounting for losses between each adjacent pair of waves up to that point, as well as the initial respondent weight at Wave 1. Applying this methodology, at the time of Wave 6, fLWOF can be used to re-weight for attrition the families interviewed at Wave 1 (1999). The formula used in its calculation can be summarised as follows (where A denotes Wave 1, B Wave 2, and so on):

$$1 \times \text{attritionweight}(A \rightarrow B) \times \text{attritionweight}(B \rightarrow C) \times \text{attritionweight}(C \rightarrow D) \\ \times \text{attritionweight}(D \rightarrow E) \times \text{attritionweight}(E \rightarrow F)$$

At each particular wave the attrition weight is calculated as the inverse of the estimated probability of responding at that wave, based on characteristics such as region and family type that are likely to be associated with total non-response. (An estimated response probability of 0.8, for example, corresponds to a non-response/attrition weight of 1.25).

The attrition weight produced at Wave 6 for original families was based on a model of response between waves 5 and 6 for those families who had taken part in each wave since the base year 1999 (Wave 1). The variables used to predict response were:

- ethnicity of respondent;
- benefit status (i.e. Income Support receipt);
- current work status of respondent;
- housing tenure (i.e. whether owner-occupier/renter);

²⁴These longitudinal weights are defined only for those participating in every wave (i.e. Waves 3-6 for fLWAF (as the base year is 2001) and Waves 1-6 for fLWOF (the base year is 1999)). This is the methodology used in the British Household Panel Study. A maximal alternative would be to construct 2^W-1 separate longitudinal weights to capture each pattern of participation in W waves, i.e. 63 (2^6-1) for the six waves. To avoid such complexities many panel studies adopt the approach of producing longitudinal weights only for completely participating respondents. See Kalton and Brick (2000).

- whether lone parent or couple;
- age of main respondent;
- number of dependent children;
- age of youngest child; and
- Government Office Region.

A logistic regression model of response at Wave 6 (1 = response, 0 = non-response) containing the above predictors was used. The values of the predictor variables were taken from the Wave 5 dataset (missing values were imputed from earlier waves). The modelled Wave 5 to Wave 6 estimated response probabilities ranged from 0.72 to 0.92. To convert the response probabilities into the attrition weight ($E \rightarrow F$) we simply obtained the inverse. The weight was then rescaled by dividing by the average to ensure that the weights were standardised around a mean of 1.

Finally, the balanced panel longitudinal weight fLWOF defined at Wave 6 was then obtained by multiplying the rescaled attrition weight ($E \rightarrow F$) with the equivalent weight (eLWOF) defined at Wave 5.

A second definitive group of FACS respondents are those who have taken part in each wave since 2001. This subset of FACS respondents represents a sample of *all* families with children (i.e. not just low/moderate income households) as all families with children were included in FACS from Wave 3 (2001) onwards. Using the same methodology as for original families (but using the 2001 families as the base) fLWAF can be used at wave 6 to re-weight for attrition all families interviewed at Wave 3. The formula used in its calculation can be summarised as follows²⁵:

$$cGROSSW \times attritionweight(C \rightarrow D) \times attritionweight(D \rightarrow E) \times attritionweight(E \rightarrow F)$$

At each particular wave the attrition weight is calculated as the inverse of the estimated probability of responding at that wave, based on characteristics that are likely to be associated with total non-response. The non-response/attrition weight at Wave 6 for all families was based on a model of response between waves 5 and 6 for those families who had taken part in each wave since the base year 2001. Note, however, that families with no dependent children at Wave 5 were excluded from the analysis. The variables used to predict response were²⁶:

- ethnicity of respondent;
- benefit status (i.e. Income Support receipt);
- current work status of respondent;
- housing tenure (i.e. whether owner-occupier/renter);
- whether lone parent or couple;
- age of main respondent;
- number of dependent children;
- age of youngest child; and

²⁵ Where cGROSSW denotes the grossing weight at Wave 3. See the next section for the discussion of grossing weights.

²⁶ A preliminary analysis for families in England revealed that area deprivation (as measured by the 2004 Index of Multiple Deprivation) was not significantly associated with response.

- Government Office Region.

A logistic regression model of response at Wave 6 (1 = response, 0 = non-response) containing the above predictors was used. The modelled Wave 5 to Wave 6 estimated response probabilities ranged from 0.82 to 0.92. To convert the response probabilities into the non-response/attrition weight ($E \rightarrow F$) we simply obtained the inverse. The weight was then rescaled by dividing by the average to ensure that the weights were standardised around a mean of 1.

Finally, the balanced panel longitudinal weight for all families fLWAF defined at Wave 6 was then obtained by multiplying the rescaled attrition weight ($E \rightarrow F$) with the grossing weight defined at the base year of 2001 (cGROSSW) and the subsequent attrition weights ($C \rightarrow D$) and ($D \rightarrow E$).

6.1.2 Paired transition weights

The two sets of balanced panel weights described above are only defined for completely participating families. At Wave 6, fLWOF is only defined for those original low/moderate income families who have taken part at each wave since 1999, and only those families taking part at each wave since 2001 received a value of fLWAF. Due to the emphasis on completely participating families, therefore, of the 6,949 families with dependent children in 2004 only 4,639 (67%) have a value of fLWAF and only 1,935 (28%) have a value of fLWOF.

As families may re-enter the panel after missing a particular wave a further set of longitudinal weights, 'paired transition weights', will be made available with the relevant FACS datasets to enable researchers to include these families where possible in the analysis of adjacent waves.

6.2 Cross-sectional and grossing weights

6.2.1 Introduction

The following grossing weights are supplied with the 2004 data (with equivalents for 2001, 2002 and 2003, only).

fGROSSW	Grossing weight; available for FACS 2001, 2002, 2003 and 2004 datasets. Sums to sample numbers (6,949 families with dependent children in 2004), i.e. $MEAN(fGROSSW)=1$.
fGROSSP	Grossing weight; available for FACS 2001, 2002, 2003 and 2004 datasets. Sums to administrative numbers (6,961,380 families with dependent children in November 2004). $MEAN(fGROSSP) = 1,002$ in 2004.

Note that fGROSSW is simply a scaled version of fGROSSP (i.e. the weighted total of fGROSSW equals the number of families with dependent children in the 2004 dataset). It is generally recommended that analysts use the grossing weights for conducting cross-sectional analysis from 2001 onwards.

6.2.2 Grossing-up

Grossing-up means calculating weighting factors that, when applied to the data, give estimates for the survey that match the population's known profile on a range of different characteristics. Some (rather technical) descriptions of the approach may be found in Deville and Särndal (1992) and Vanderhoeft (2002).

In FACS 2004, an iterative procedure was used that matches the sample to five separate population distributions, whilst ensuring that the weights are not too widely spread, and not too distant from the basic cross-sectional weight.

The population distributions or 'control totals' used to generate the grossing weights for the 2002 data (Wave 4) were:

1. Age distribution of Child Benefit recipients.
2. Number of dependent children.
3. Government Office Region.
4. Number/proportion of Working Families Tax Credit (WFTC) recipients.
5. Proportion of lone parents.

Distributions [1-3] were derived from Child Benefit (ChB) administrative data, whilst [4] was based on combining HM Revenue and Customs (HRMC 2004) with ChB data. The proportion of lone parents, [5], was based on research by John Haskey (2002) suggesting a figure of 25 per cent of families with children.

The calculation of the grossing weights since 2002 has been revised to take account of the replacement of WFTC by the new tax credits (Working Tax Credit (WTC) and Child Tax Credit (CTC)). The distributions currently used to match the sample to the population are:

1. Age distribution of Child Benefit recipients.
2. Number of dependent children.
3. Government Office Region.
4. Number/proportion of new tax credit recipients.
5. Proportion of lone parents.

For FACS 2004, distributions [1-3] were derived from HM Revenue and Customs (HMRC) data (published from a 5% ChB sample in November 2004), whilst the estimated proportion of lone parents remained at 25%. The control totals, [4], relating to the new tax credits were also supplied by the HMRC and are set out in Table 6.1. Note that 'other families' is calculated as the difference between the sum of the first two rows subtracted from the total number of families on Child Benefit, the latter figure also being supplied by HMRC.

Table 6.1 New Tax Credit control totals

Category	(IR totals) : November 2004
Families claiming WTC and CTC	1,456,000
Families claiming CTC only	3,039,500
Other families	2,465,880
Total	6,961,380 families with dependent children in GB claiming Child Benefit

Table 6-2 compares the distributions of the sample to that of the population on these five dimensions. The grossing weights supplied generally match more closely to the known national distributions for families with children than the unweighted sample.

Table 6-2 Effects of cross-sectional and grossing weights 2004 (families with dependent children)

Characteristic	Unweighted figures	Basic cross-section weight [fXSW]	Column percentages	
			Scaled grossing weight [fGROSSW]	ChB population data
<i>Age of recipient (years)</i>				
16-24	7.9	7.2	7.8	7.8
25-29	10.6	9.9	11.0	11.0
30-34	19.0	18.5	20.2	20.2
35-39	23.9	24.0	25.0	25.0
40-44	21.5	21.8	20.6	20.6
45-49	11.2	11.9	10.6	10.6
50+	5.8	6.7	4.8	4.8
<i>Number of dependent children</i>				
1	43.6	44.9	44.5	44.5
2	40.1	39.3	39.1	39.1
3	12.1	11.7	12.4	12.4
4+	4.2	4.1	4.1	4.1
<i>Lone parent</i>	27.9	25.5	25.0	25.0
<i>Region of respondent</i>				
North East	5.9	5.1	5.0	5.0
North West and Merseyside	11.2	11.9	12.0	12.0
Yorkshire and the Humber	9.7	8.9	8.6	8.6
East Midlands	8.0	7.4	7.7	7.7
West Midlands	10.7	9.7	9.4	9.4
South West	9.0	8.8	8.4	8.4
Eastern	8.2	9.6	9.6	9.6
London	8.6	10.9	11.5	11.6
South East	13.2	13.6	14.0	14.0
Wales	6.1	5.3	5.2	5.2
Scotland	9.6	9.0	8.6	8.6
<i>New tax credit recipients</i>				
CTCs only	41.3	42.0	43.7	43.7
WTC & CTC	22.4	21.4	20.9	20.9
Other families	36.3	36.6	35.4	35.4
Total	6,949	6,949	6,949	6,961,380

6.3 Imputation

Data may be missing for a number of reasons²⁷. First, there may be structural reasons. A respondent in one wave may not appear in another wave. This kind of missing data, or attrition, is dealt with through applying weights that serve to compensate for differences in response patterns among different groups. Families in London, for example, tend to receive

²⁷ This section draws upon an earlier imputation note written by Steve McKay. Many thanks for his permission to update that note for this report.

higher weights as response rates are typically lower compared to other regions. Second, data may be missing because the questions are not relevant to that respondent. Only those families receiving a benefit are, naturally enough, asked for the amount of that benefit.

Third, missing data can arise because respondents either did not know the required answer ('don't knows') or were not prepared to provide an answer ('refusals'). This is sometimes known as 'item non-response'. This section focuses on this reason for missing data.

Missing data arising because of don't knows or refusals are not flagged as being 'user-missing' in FACS datasets, as is possible in statistical software packages such as SPSS, SAS and STATA. Mostly they have been left as missing value codes in the dataset. However, throughout the lifetime of FACS, for some important variables a system of imputation has been used to 'patch up' missing values.

Rather than having to work around missing values, the imputation of don't knows or refusals makes the analysis more straightforward. It also ensures greater consistency in the kinds of results that different users produce, which might be lost if users applied different approaches. Set against these practical advantages, analysts should be cautious about drawing statistical inferences from imputed data. First, imputed values are treated in nearly all statistical software packages as real values. Standard errors of estimates are then underestimated, leading to confidence intervals that are too narrow, or to test statistics that are too large (Groves et al,2004). Second, imputation will have a greater effect in distorting the distribution of original data for variables that have a higher proportion of non-response, as the proportions of imputed data will be higher (Department for Work and Pensions,2005).

6.3.1 Approaches to imputing missing data

A variety of approaches have been used by survey researchers and secondary data analysts to impute missing values. The simplest approach is listwise deletion or 'complete case analysis'. This means excluding cases where there are missing values on any variables required. It is common for those supplying survey data to be opposed to listwise deletion, on the general grounds that it throws away data that was expensive to collect.

An alternative is imputation. In single imputation the missing value is replaced with one imputed value. In multiple imputation (Rubin,1987), several values are used. Survey data collectors have tended to rely on single imputation methods - substituting for each missing value a specific answer, based on a reasonable guess or method. Analysis may then proceed using all available cases, whether imputed or not. The value used instead of the missing value may, for example, be:

- a summary statistic such as the mean or median of the non-missing values (the mode for categorical data);
- a prediction from a regression model, sometimes called an algorithm approach (or, in simpler models, the conditional mean or subgroup means)²⁸; or

²⁸ As an example of a conditional or subgroup mean, the imputed mean for monthly housing payments may depend on the respondent's tenure (which may be known for all families).

- a value from a relatively 'similar' case to the respondent with a missing value (the 'hot-deck' method).

Different surveys have adopted quite different approaches to imputation. The Family Resources Survey uses a high proportion of hot-deck approaches (72 per cent of imputed missing values in 1999-2000), having previously pioneered the use of Neural Network imputations. The British Household Panel Survey (BHPS) uses a mixture of hot-deck and approaches based on regression models. Additional BHPS imputation uses information from previous waves.

6.3.2 Imputing FACS 2004 data

The FACS approach to data imputation is currently less sophisticated than towards other survey elements such as weighting. Most imputations for FACS datasets are based on replacing missing values ('don't knows' or 'refusals') with the (weighted) median of the non-missing values. In many instances, the median among particular sub-groups is used where sub-group membership is known. For example, the payment frequency for a respondent may be known even if the value of earnings is not.

Where variables have been imputed, a flag variable ending 'X' has been created to show this fact. The flag variable contains the value that has been replaced (following BHPS practice), typically 998 in the case of a refusal and 999 for respondents who don't know the answer. The method of imputation for each variable is shown in Table 6.3, whilst the number of imputations made is shown in Table 6.4. The most common imputations related to housing costs, savings, income and debts. The imputations included in the FACS series are pragmatic and facilitate analysis, but users may wish to consider other approaches in particular settings.

Table 6.3 **Methods of imputation used**

Variable	Imputation method
FWRK27	Median
FWRK83	Median
FWRK34	Median
FPWRK27	Median
FPWRK83	Median
FPWRK34	Median
FBEN2_1 - FBEN2_13	Mean
FBEN2_15 - FBEN2_23	Mean
FBEN2_14	Algorithm
FIS1	Median
FSAV2_1 - FSAV2_13	Median, by tax credit group ²⁹
FSAV4	Median, by tax credit group
FWRK17	Median, by payment frequency
FWRK25	Median, by payment frequency
FWRK17B	Median, by payment frequency
FWRK18	Median, by payment frequency
FWRK19	Median, by payment frequency
FWRK21	Median, by payment frequency
FWRK81	Median amount (for modal period)
FOIN2	Median amount (for modal period)
FPWRK17	Median, by payment frequency
FPWRK25	Median, by payment frequency
FPWRK17B	Median, by payment frequency
FPWRK18	Median, by payment frequency
FPWRK19	Median, by payment frequency
FPWRK21	Median, by payment frequency
FPWRK81	Median amount (for modal period)
FPPAY	Median, by payment frequency
FOUS14	Median amount (for modal period)
FHOUS23	Median amount (for modal period)
FHOUS24E	Median amount (for modal period)
FHOUS25	Median amount (for modal period)
FHOUS43	Median amount (for modal period)
FHOUS52	Median monthly payment
FHOUS54	Median monthly payment
FEXP121 - FEXP188	Median
FCM5 - FCM17	Median amount (for modal period)

²⁹ Families were defined as either claiming CTCs only, WTC and CTC, or other.

Table 6.4 Imputed variables in FACS 2004 dataset, by frequency of imputation

Variable	N	Label	Flag
FHOUS54	960	Water charges	FHOUS54X
FHOUS25	448	Water charges	FHOUS25X
FSAV4	434	Worth of investments	FSAV4X
FPPAY	322	Proxy earnings of partner	FPPAYX
FSAV2_2	264	Savings in a bank current account	FSV2_2X
FSAV2_1	259	Savings in a bank deposit account	FSV2_1X
FHOUS43	253	Mortgage payments	FHOUS43X
FSAV2_11	229	Savings in ISAs - cash based	FSV2_11X
FWRK18	222	Deductions to pay due to pension contributions	FWRK18X
FWRK25	204	Amount usually paid	FWRK25X
FSAV2_4	191	Savings in a building society account	FSV2_4X
FPWRK18	169	Deductions to pay due to pension contributions	FPWRK18X
FBEN2_16	165	Amount of Children's Tax Credit	FBN2_16X
FSAV2_12	137	Savings in ISAs - stocks and shares	FSV2_12X
FBEN2_14	128	Amount of Child Benefit	FBN2_14X
FWRK17	119	Amount last paid	FWRK17X
FSAV2_6	108	Savings in premium bonds	FSV2_6X
FPWRK17	96	Amount last paid	FPWRK17X
FWRK27	93	Weekly hours	FWRK27X
FEXP124	92	Owe for Council Tax	FEXP124X
FPWRK25	91	Amount usually paid	FPWRK25X
FBEN2_15	89	Amount of Working Tax Credit	FBN2_15X
FSAV2_13	74	Savings in other savings	FSV2_13X
FPWRK27	72	Weekly hours	FPWRK27X
FSAV2_10	70	Savings in a TESSA	FSV2_10X
FCM17	69	Maintenance receipt payment	FCM17X
FHOUS24E	63	Rent payments	FHOUS24EX
FEXP129	60	Owe for water rates	FEXP129X
FCM5	46	Maintenance receipt payment	FCM5X
FWRK19	44	Deductions to pay due to union dues	FWRK19X
FWRK17B	40	Amount of Working Tax Credit	FWRK17BX
FWRK21	32	Deductions to pay due to other dues	FWRK21X
FPWRK19	30	Deductions to pay due to union dues	FPWRK19X
FSAV2_7	29	Savings in family bonds	FSV2_7X
FSAV2_5	27	Savings in a friendly society account	FSV2_5X
FSAV2_3	26	Savings in a post office account	FSV2_3X
FBEN2_6	25	Amount of DLA - mobility component	FBEN2_6X
FBEN2_13	25	Amount of Income Support	FBN2_13X
FEXP121	25	Owe for electricity bill	FEXP121X
FSAV2_9	24	Savings in national savings	FSV2_9X
FHOUS23	24	Rent payments	FHOUS23X

continued...

Variable	N	Label	Flag
FBEN2_8	23	Amount of DLA for children - mobility component	FBEN2_8X
FPWRK21	23	Deductions to pay due to other dues	FPWRK21X
FEXP122	22	Owe for gas bill	FEXP122X
FPWRK17B	19	Amount of Working Tax Credit/Disabled Persons Tax Credit	FPWK17BX
FBEN2_5	18	Amount of DLA - care component	FBEN2_5X
FIS1	18	Start of Income Support spell	FIS1X
FWRK81	18	Income from second jobs	FWRK81X
FBEN2_7	15	Amount of DLA for children - care component	FBEN2_7X
FEXP126	15	Owe for telephone bill	FEXP126X
FOIN2	13	Extra money	FOIN2X
FPWRK81	13	Income from second jobs	FPWRK81X
FEXP185	13	Owe for loan from friend or relative	FEXP185X
FBEN2_1	12	Amount of Incapacity Benefit	FBEN2_1X
FPWRK83	11	Additional hours	FPWRK83X
FEXP128	11	Owe for other HP payments	FEXP128X
FEXP1210	11	Owe for other bills	FXP1210X
FHOUS14	10	Housing costs	FHOUS14X
FEXP183	10	Owe for finance company loan	FEXP183X
FWRK83	8	Additional hours	FWRK83X
FBEN2_18	8	Amount of Statutory Maternity Pay	FBN2_18X
FEXP151	8	Owe for credit cards	FEXP151X
FWRK34	6	Weekly hours (self-employed)	FWRK34X
FBEN2_2	6	Amount of Severe Disablement Allowance	FBEN2_2X
FBEN2_3	6	Amount of Statutory Sick Pay	FBEN2_3X
FBEN2_17	5	Amount of Maternity Allowance	FBN2_17X
FEXP127	5	Owe for television/video rental bill	FEXP127X
FBEN2_11	4	Amount of Invalid Care Allowance	FBN2_11X
FBEN2_20	4	Amount of Job Seekers Allowance	FBN2_20X
FBEN2_12	3	Amount of other health benefit	FBN2_12X
FBEN2_23	3	Amount of Other State Benefit	FBN2_23X
FSAV2_8	3	Savings in a credit union	FSV2_8X
FHOUS52	3	Mortgage interest payments	FHOUS52X
FEXP182	3	Owe for bank/building society loan	FEXP182X
FPWRK34	2	Weekly hours (self-employed)	FPWRK34X
FBEN2_22	2	Amount of State Retirement Pension	FBN2_22X
FEXP125	2	Owe for insurance bill	FEXP125X
FEXP154	2	Owe for catalogues	FEXP154X
FEXP184	2	Owe for loan from money lender	FEXP184X
FEXP188	2	Owe for other loan	FEXP188X

continued...

Variable	N	Label	Flag
FBEN2_10	1	Amount of war pension	FBN2_10X
FBEN2_21	1	Amount of New Deal Allowance	FBN2_21X
FEXP123	1	Owe for other fuel bills	FEXP123X
FEXP153	1	Owe for shop/store cards	FEXP153X
FEXP187	1	Owe for loan from social fund	FEXP187X

7 CODING AND EDITING OF DATA

7.1 Introduction

Interviewers carry out most of the data validation of CAPI surveys in the field. Interviewer checks in the CAPI program allow interviewers to clarify and query any data discrepancies directly with the respondent. The CAPI program applies range and consistency error checks and both types of checks were used extensively throughout the questionnaires. Where a check was triggered the interviewer often opened and recorded a note explaining the respondent's situation. These notes are recorded alongside the data and can be inspected by the research team.

However, some more complex checks, based on the responses from multiple questions, are time consuming and may prove detrimental to the successful completion of the interview. As a result, a separate 'in-office' editing and coding process was required.

7.1.1 Fact sheets

For each productive interview a 'fact sheet' was produced for editors and the research team to use. This provides a concise summary of the respondent and key data from the interview to alert editors to possible errors or inconsistencies that need to be dealt with at a later stage. A typical fact sheet will contain a listing of the respondent's details, key data items, open and "other specify" responses, interviewer comments and results to pre-defined edit checks (i.e. whether they have passed or failed the check).

7.2 Editing the questionnaire

The more complex checks required 'in-office' editing and coding using a modified version of the CAPI program. The majority of these checks were consistency checks where responses in different parts of the questionnaire were unlikely to occur (for example, extreme values of amounts) or were not logically possible according to some pre-defined rule.

If the editor could not provide a solution to the check, they would flag the check for further consideration by the research team. Researchers attempted to validate the extreme value or inconsistency by examining other characteristics of the case to see whether the keyed response could be valid. For example, if very high earnings are identified, an attempt was made to examine whether this is caused through the payment of a bonus, or due to the respondent being in a high wage occupation.

If a satisfactory explanation for the check was not forthcoming from either of these two processes then previous year's data for cases with similar characteristics to the case reporting the extreme value were examined. If it was still not possible to resolve the inconsistency or extreme value at this stage, the value remains in the data file with a flag attached to the case. For instance, if it is a value associated with a benefit amount, the presence of an inconsistent or extreme value is noted in the 'benflag' variable.

An experienced Data Processing Team carried out coding and editing of questionnaires at the *National Centre's* Brentwood offices. Researchers at the *National Centre* were continuously involved in all complex editing decisions. The survey sponsor (DWP) agreed all edit checks and coding instructions (a copy can be found in Appendix C).

Researchers carried out imputation (see chapter 6) of missing data after the data had been through the data edit stage.

7.3 Coding of open and 'other specify' questions

The number of verbatim questions to be coded were as follows:

	Main respondent interview	Partner interview	Proxy partner interview
Open	7	1	0
Other specify	44	12	2

The code frames used on this study were developed by *National Centre* researchers from a listing of responses to the relevant questions from the first 500 completed interviews.

In the course of each interview, where a respondent gave details of current or recent spells of employment, this information was coded to the Standard Industrial and Standard Occupational classifications – *SIC (1992)* and *SOC (2000)*. Industry was classified to a 2-digit level and Occupation to a 3-digit level.

A complete description of the codes developed at this stage of the project is available in the questionnaire documentation that accompanies this report (Appendix D).

7.4 Data availability

A data set with complete survey documentation will be deposited in the Economic and Social Research Council Data Archive at the University of Essex.

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APPENDIX A: PILOT DOCUMENTS

The following documents (referred to in Chapter 3) appear in this appendix:

Pilot:

- Evaluation form
- Report

**STUDY OF FAMILIES WITH CHILDREN (WAVE 6)
PILOT EVALUATION FORM**

Interviewer name: _____

Here are some questions for you to consider for this pilot. They focus on both the contacting procedures and the actual questionnaire, and should be used as a guide to help you critically evaluate our proposed strategy for conducting this survey. Please do not feel constrained by this format - if there are other issues which you come across which are not covered here we want to know about them.

It would also be useful if you could obtain feedback from respondents on the content of the interview and so on.

Many thanks.

A THE SAMPLE

A1) How many of the following types of families did you make contact with?

Panel:

Lone parents interviewed last time {Pink ARFs}

Couples interviewed last time {Pink ARFs}

Booster:

New households {White ARFs}

A2) How many did you **interview**?

Panel:

Lone Parents

Couples

Booster:

Lone Parents

Couples

A3) Of those interviewed last time (panel), in how many cases did you find the household composition had changed?

Number with a new adult in household

Number where an adult has left the household

A4) How many movers did you have? Please state how many addresses you visited during the pilot fieldwork period and the number of movers you came across.

Number of addresses contacted

Number of movers

A5) Were there any other problems with the sample, apart from movers?

Yes

No

IF YES: *please give details*

A6) How many children were there in the households where you interviewed?

Number of Households with 1 child

Number of Households with 2 children

Number of Households with 3 + children

A7) How many households were in receipt of New Tax Credits (Working Tax Credit and/or Child Tax Credit)?

Number of households in receipt of NTC

B TRACING OF MOVERS

B1) In how many cases were you able to obtain new contact information for movers?

Number of cases in which new contact details obtained

B2) Were most movers still living in the area or had most movers moved to another area?

Mostly in-area movers

Mostly outside area movers

About half and half

C THE MAIN INTERVIEW (PARTNER INTERVIEW COVERED IN SECTION F)

C1) How long did your MAIN respondent interviews take?

a) For Panel people interviewed last time?

Between and mins

b) For new people (booster)?

Between and mins

C2) Were there particular types of respondents for whom the interview was much longer than others?

No

Yes -give details _____

C3) Did respondents comment on the length of the interview? If yes: what comments did they make?

Comments: *By people interviewed last time:*

By new people, being interviewed for the first time:

C4) Were there particular sections of the questionnaire which were too long for either panel members or new people - if so which ones?

Please give name of section(s) and state whether section too long for panel, new or all respondents

C5) Did the structure of the questionnaire seem logical to you and the respondent? Where were there problems?

Please give details of questions and/or sections and whether these affected panel or new people

D CHILDCARE SECTION (QUESTIONS Wrkch2, Wrkch7)

D1) Generally how easy/difficult was it for respondents to answer these questions – were there any specific problems with the definition of the various childcare types (crèche, day nursery, nursery school, playgroup)?

Give details:

E NEW TAX CREDIT SECTION

E1) Generally how well did this section work - were there any specific problems?

Give details:

E2) How long did this section take?

Between and mins

E3) Were there particular types of respondents for whom this section was much longer than others?

No

Yes -give details _____

E4) How did respondents find this section – did they generally like it or dislike it?

Please give examples of any comments made by respondents:

E5) Were any of the questions particularly sensitive for respondents?

IF YES give details of questions, and any comments made by respondents:

E6) Were any of the questions particularly confusing for respondents – Did they know what ‘award notice’ and ‘annual review form’ were?

IF YES give details of any comments made by respondents:

F OTHER QUESTIONS

F1) Were there any other particularly problematic questions? Why were they problematic?

Please give details of question(s) and problem(s), stating whether these affected the panel, new people or both

F2) Were there any types of respondent whose circumstances were not adequately covered by the questionnaire?

Please give examples, stating whether they were a panel or new person

F3) How did the respondents react to the question on datalinking?

Please give examples of any questions/remarks

G THE PARTNER INTERVIEW

G1) Were you always able to get a partner interview?

Yes

No

N/A All respondents were lone parents ☞ **GO TO SECTION H**

IF NO: please give reasons?

G2) How long did the full **face to face partner** interview take?

Between and mins

G3) How many partner **telephone interviews** did you do (if any)?

☞ **IF NONE, GO TO SECTION H**

G4) How long did the full **telephone partner** interview take?

Between and mins

G5) Were there any particular problems/issues with the partner telephone interview(s)?

IF YES – please give details of difficulties

H THE CHILD SELF COMPLETION QUESTIONNAIRE

H1) Did all eligible children agree to complete a questionnaire?

Yes

No

If NO – please give details of why child or parent refused:

H2) How long did the self-completion questionnaire take?

Between and mins

H3) Did the children enjoy completing the questionnaire? Did this vary by whether they had completed it last year or not?

If yes, please give details, including any specific questions or comments:

H4) Were there any concerns about confidentiality, or sensitive questions?

If yes, please give details, including any specific questions or comments:

I OTHER FEEDBACK

I1) Do you have any comments or suggestions on additional documents or information interviewers need?

Comments:

I2) Were there any issues that the briefing did not cover sufficiently, which caused you difficulties during fieldwork?

Have you got any suggestions regarding the **format/structure of the briefing**, especially as an interviewer having worked on FACS before?

Please give details:

Please remember to bring this form with you to the debriefing on 29th June. Thank you.

Families and Children Study (FACS) – Wave 6

Pilot Report

This report summarises the main findings from the pilot, which was conducted between 15 June and 8 July 2004.

1 Sample

Ten areas (postcode sectors) across Britain were selected (listed below):

- Stranraer
- Workington, Cumbria
- Liverpool
- Hull
- Leicester
- Ferndale, Mid-Glamorgan
- Hereford
- Milton Keynes
- East London
- Southampton

These areas were originally selected in 1999 (Wave 1), when FACS was a survey of low-income families. At the time of their selection there was no information available at postcode sector level on the proportion of families with low-incomes. Thus as a proxy for this, Census data on the proportion of lone parent households were used. These sample areas were then used for the pilot in the first four waves of the study (1999 – 2002).

Booster sample

At the wave 5 pilot the booster sample was selected from 10 new postcode sectors with the aim of achieving interviews with families with higher levels of income. These same postcode sectors were used for the booster sample for the wave 6 pilot.

10 families (5 in-movers and 5 new families) were selected from each postcode sector, a total of 100 cases.

Opt-out

Booster cases were sent an opt out letter on 21 May, which informed them about the study and instructed those who did not wish to be contacted by an interviewer to contact IAD information Centre at the Department for Work and Pensions by the 4 June.

This time the whole opt out procedure was carried out by the IAD Information centre. NatCen were only given the details of those cases who did not opt out.

20 cases (20%) opted out of the pilot study in this wave. This is higher than wave 5 (16%) and notably higher than wave 4 where the opt out rate was 5%.

Panel sample

The panel sample was made up of respondents who were interviewed last year. There were 92 panel cases issued in Wave 6.

Panel cases were sent a letter by interviewers in advance of their making contact at these addresses, explaining the purpose of the survey and seeking their co-operation.

Issued sample

After the opt out, a total of 172 addresses were issued to interviewers (92 panel cases, 80 booster cases). The workload for interviewers ranged from 12 to 20 addresses. Interviewers were asked to achieve a maximum of 10 interviews: 4-6 with panel cases, and the remainder with booster cases.

2 Addresses contacted, interviews achieved

Movers

Around 166 addresses were visited during the pilot, of which 11 addresses were 'movers' (around 7 per cent).

Achieved interviews

Interviewers made contact at 131 addresses, and achieved 84 interviews: 55 panel cases and 29 booster cases.

Table 1: Distribution of achieved interviews by sample type

<i>Type of interview</i>	<i>Panel</i>	<i>Booster</i>	<i>Total</i>
Lone Parent			
Main respondent full interview	21	10	31
Couple			
Main respondent and full partner interview (incl. telephone int)	26	9	35
Main respondent and proxy partner interview	7	10	17
Main respondent, no partner interview	1		1
Total	55	29	84

Contacting the booster sample

Interviewers reported some difficulties contacting and conducting interviews with the booster cases. A notable proportion were non-contacts or movers with no follow up address (n=11, 13%). Also in some areas the booster postcode sector was a significant distance from the original sector which meant the booster cases were difficult to cover over the pilot period.

Recommendations

- Consider selecting the booster cases from the original postcode sectors.
- Sample more booster cases per sector.

3 Interview length

3.1 Length of main interviews

NB: Detailed breakdowns of the interview length, including section lengths are given in tables 6 to 22.

The table below shows the mean, median, minimum and maximum interview lengths for the main respondent interview, by sample type and number of children in the household taken from the CAPI program times.

Table 2: Length of main interviews - CAPI timings

	Mean	Median	Min	Max	Base
All cases	61.7	58.0	20.0	150.0	84
Sample type					
Panel	60.7	57.0	20.0	150.0	55
Booster	63.6	59.0	32.0	137.0	29
Children					
1 child	55.6	55.0	20.0	88.0	27
3+ children	78.9	69.0	45.0	150.0	20

An additional measure of how long FACS takes to administer comes from interviewers' timings (in comparison to the CAPI timings shown in Table 2). These are likely to reflect the time the whole interview process takes, including setting up and giving the respondent any explanations needed. It should be noted that these timings may also include partner interviews where applicable.

Table 3: Length of main interviews - Interviewer timings

	Mean	Median	Min	Max	Base
All cases	72.2	70.0	30.0	150.0	84
Sample type					
Panel	71.1	65.5	30.0	150.0	55
Booster	74.4	75.0	40.0	120.0	29
Children					
1 child	71.9	71.0	30.0	115.0	27
3+ children	84.9	75.0	55.0	150.0	20

The next table displays timings for the New Tax Credit Section, which replaced the Working Families' Tax Credit section from Wave 4. This is the section that contains the majority of new questions for Wave 6.

Table 4: Length of New Tax Credit Section-CAPI timings

	Mean	Median	Min	Max	Base
All cases	8.4	7.8	0.4	24.3	84
Receiving tax credits	11.6	11.5	4.9	24.3	51
Not receiving tax credits	3.4	2.2	0.4	9.1	33

Comments and recommendations

The tables above and at the end of this report show that although overall the mean interview time is 61.7 minutes, there are some respondents who, because of their circumstances, have very long interviews. Table 19 shows that for respondent in work, receiving tax credits and with three or more children in the household the mean interview length is 91.7 minutes. The significant contribution to this interview length is the child health and outcomes section.

Based on the wave 5 data these very long interviews will effect approximately 7% of the respondents in wave 6.

This suggests that we need to be aware of these extra long interviews and take steps to reduce the length which will mainly be achieved by cuts to the child health and outcomes section.

3.2 Length of partner interviews

Due to previous problems with obtaining interviews with the partner in this pilot we gave interviewers the option of completing the full partner interview by telephone. Interviewers were asked to complete at least one partner interview over the telephone. The table below shows the total interview times for the partner interview.

Table 5: Length of Full Partner Interview - CAPI Timings

	Mean	Median	Min	Max	Base
All cases	12.3	12.0	4.5	30.8	34
Interview type					
Face to face	11.5	12.1	4.5	19.0	23
Telephone	14.2	9.1	6.2	30.8	11

Comments and recommendations

Although the bases are small, the findings from the pilot suggest that conducting the partner interview by telephone only adds marginally to the interview length. More feedback about the telephone partner interview is given in section 4.2.

4 Interviewer Feedback

Overall, the pilot fieldwork went well: the target number of interviews was achieved and new procedures and questions worked well. Interviewers seemed to enjoy working on the study and gave very useful feedback at the debrief. A number of specific issues that were raised are discussed below.

4.1 Questionnaire

4.1.1 Childcare Arrangements

General comments from interviewers:

As had been noted in the previous year, these questions did not work well for informal childcare arrangements (eg children being looked after by partner/relatives and/or friends) and in particular, where this form of childcare is not used on a regular basis. Problems arose especially with regards to questions asking about the number of hours a person spends caring for the child, and the amount of money paid for the childcare. (For example, respondents do not think of a partner/husband looking after their child as offering childcare.)

Specific points raised by interviewers:

- *Wrkch1a*: “When you are working, do you use the same childcare providers for looking after [child’s name] during school term-time and in school holidays?” Interviewers commented that this was a strange question to ask when there were no children of school age in the household. Especially when the respondent has just been asked if the child is old enough to go to school at *Wrkch1*.
- Show Card F4 (child care arrangements). In one case the respondent’s child was looked after by their current partner and the ex-partner on different occasions but this is in one code.
- There was some confusion about the different childcare arrangements eg what is the difference between a day nursery and a nursery school.

Recommendations

- Consider whether we need to collect all the information about informal childcare.
- Explain to interviewers why we collect term-time/school holiday childcare information for children who are not at school. Maybe consider dropping *Wrkch1* as we already have this information from *TypeEd*.
- Consider splitting out ‘Partner’ and ‘Ex-partner’
- Provide definition of various types of childcare in interviewer instructions and cover this at briefings.

4.1.2 New Tax Credits

General comments by interviewers

There was generally confusion with regard to the terminology and layout of the various types of award notices and review forms both on the part of respondents and interviewers.

For people not claiming NTCs, there still seemed to be some lack of awareness as to what the NTCs are and in what way they are different from other benefits. Some respondents expressed annoyance/irritation about the NTCs, especially those who this year are being required to pay money back to IR.

There were also reports from some interviewers that respondents had not applied for the New Tax Credits as they were concerned that they may have to end up paying money back. This was a particular concern for those on low incomes who didn't want to end up dependent on the income from the NTC, only to have it taken away later.

Specific points raised/suggestions made by interviewers

- It proved impossible to do this section with respondents with a poor command of the English language, even when another family member was available to translate.
 - Consider whether allowing the use of a translator is appropriate for FACS.

- **Fintr**: "The amount of your tax credit award in 2003/04 may change as a result of recalculating your award based on your revised yearly income. It might also change if there has been a change in your circumstances during the year. In order to recalculate your award, the Inland Revenue should have sent you an annual review form for 2003/04."
 - This question is too wordy and needs to be reviewed. Suggest that it should focus on receiving the annual review form for 2003/4 and put the year in bold.

- **RenW** "Thinking back to April 2004, since then, have you received your tax credits annual review form for 2003/04 from the Inland Revenue?
INTERVIEWER: Tax credits annual review form : TC603R
If received more than one, then take the one relating to end of year.
INTERVIEWER: The aim of this annual review form is to review the tax credits award paid to the recipient for 2003/04 and take into account changes in circumstances and income that have occurred during this period that may have an effect on the award they received."

This question contains too much information. Interviewers said the most important information was the form reference number.

- Remove the last interviewer instruction and put the reference in bold.
- **Renw2a** "Following receipt of your annual review form for 2003/04, have you or your partner contacted the Inland Revenue?"

INTERVIEWER: the last answer refers to the fact that some new tax credits recipients do not need to contact the Revenue as the process is automated because they meet certain criteria (based on level of income)."

Again the interviewer instruction is too wordy and probably unnecessary information.

- Remove or shorten the interviewer instruction
- **Renw2b, Renw3 and NTCCorr2, Not2** "What changes did you notify the IR about?"
Interviewers and interviewees were confused as these questions seem to be asking the same thing;
 - Reword these questions to make it clear how they differ.
- **Renw3:** There was a query about where 'pregnancy' should be coded. (Also applies to **Not2**).
 - IR to clarify whether this should be added to the code 'Birth of a child' or coded under "Other".
- **Renw4a:** Include the notice/reference number in project instructions and in CAPI instructions to interviewer, so interviewee will know what form to look for.
- **NTCDat and NTCInc:** There was a mistake in the interviewer instructions with regard to the page number of the relevant document referred to
 - Amend CAPI instruction, adding '... income section' **on page 2 of form TC602, or page 3 of form TC602(A)**'.
- **Renw5 and Renw6** (asking about over and/or underpayment): These are potentially very sensitive, in particular where respondents have to pay back money to the IR. Some respondents were rather upset/angry about this state of affairs.
 - Make interviewers aware of this at the briefing.
- **FC11a and FC11b:** "Since you first heard about the New Tax Credits, about how much time did you (and your partner) let go by before applying for them?"
Interviewers were wondering how important this information is for IR, especially as respondents found the questions difficult to answer.
 - IR suggest the deletion of these two questions.
- **FC16b:** "As far as you can remember, how long did you have to wait between making your most **recent** application for the New Tax Credits and receipt of your first payment(s)?" FIRST ENTER WEEKS, IF LESS THAN ONE WEEK ENTER '0'.
 - Need to add filter to the follow up question FC16c, which asks for the number of days, so that it is only asked when FC16b=0.
- **Takup2:** "Why did you not apply for NTCs?"
One of the main reasons for not applying for NTCs was the controversy about overpayments with respondents having to pay back money to the IR. In the face of such insecurity, respondents often preferred not to apply for NTCs in the first place.

- IR have suggested the deletion of the question at FC12a (“Why did you delay your application?”) and replacing this with the question “Why have you not applied for the new tax credits?” However this already covered in Takup2. Clarification of the change is needed here.
- **FC12a** (reasons for delaying application):
 - IR suggest deleting this question.
- **App2** “Before this interview, were you aware that you could make an application for the NTCs through your local job centre (in some areas this is now known as JobCentre Plus)?”
 - IR suggest either deleting ‘local’ or replacing it with ‘nearest’.
- **App3** “Who completed the application for the New Tax Credits, was it yourself, your partner or did you complete the application together?”

This question does not allow for help from someone else in the completion of the form.

 - Add ‘Other’ answer option to cater for involvement of third party, and change wording of question accordingly.
- **App4** “Did you/your partner seek help from/get in touch with someone regarding the process of the application?”

The expression “*process of the application*” was questioned. Is it “how to apply” or “how the application is proceeding?” Also this question is two questions in one; seeking help and getting in touch.

 - Suggest that the purpose of this question is reconsidered and the wording changed appropriately.
- **App6** “Why did you not seek advice from the Inland Revenue, Local Tax Office or Job Centre sources?”

The main reason for respondents not contacting the IR etc. for help with their application was fear of officialdom and not knowing that they could get help from these places.

 - Change wording of question from “Why did you not seek advice..?” to “What is the reason you did not seek advice...?”
- **NTC5a** “When did you first apply for New Tax Credits?”

Interviewers found that the interviewer instruction in CAPI were too long and lacked clarity; some respondents found it difficult to provide an answer.

 - The text ‘first’ should be put in bold.
 - It would also help to give the respondent some idea of what answer is required eg “In which month did you first apply for the New Tax Credits?” or consider a show card.
 - The interviewer instruction needs to be seriously shortened as this is too much information for the interviewers to take in. If we need this amount of instruction, then the question is not right.
- **NTC5b** “In which month did you get your first payment of Child Tax Credit or Working Tax Credit?”

This question is difficult to answer especially for respondents with irregular payments or those who received a lump sum payment.

- Interviewers suggested saying 'first **regular** payment';
 - Need to consider how the question can be phrased to account for lump sum payments.
- **NTC37a:** "If you have been awarded New Tax Credits you must tell the Inland Revenue immediately about any increase in your income"
This situation only applies to annual income so should be included in the question text.
 - Change to "annual income".
 - **NTC38a-h:**
 - Add DK option.
 - **Pass1:** "As far as you know, which, if any, of the following are also available to some families if they are claiming the New Tax Credits - that is Working Tax Credit and/or Child Tax Credit? You can select as many or as few as you like."
Interviewers commented that this question has caused problems as it contains items (dummy items) which are not available to people, which can raise people's expectations. Also the phrase "...that is Working Tax Credit and/or Child Tax Credit?" is not necessary and makes the question too wordy.
 - Remove the dummy items
 - Delete "...that is Working Tax Credit and/or Child Tax Credit?"
 - **FC48a:** "Apart from earnings, what other things do you think the Inland Revenue take into account in working out whether or not you can get New Tax Credits, or how much you can get?"
Interviewers commented that by the time respondents get to this question they are flagging so don't give valid responses. It was also felt that it was at the wrong point in this section of questions.
 - It was suggested that this question should be moved possibly after FC22/FC23; however we need to consider how this will flow for those respondents not receiving NTCs.

General question issues

- Interviewers commented that the use of the phrase 'Child Tax Credit and Working Tax Credit' in the questions makes them lengthy and difficult to read out.
 - It was asked if the phrase could be replaced with 'New Tax Credits'
- The interviewer instructions tend to be long and complicated. There was a lot of confusion about the reference to Working Families Tax Credit in the interviewer instructions.
 - Suggest that all interviewer instructions are reviewed and made simpler.

Award notices

Generally, there was a lot of confusion on the part of both interviewers and interviewees with regard to the various forms sent out by IR. In particular, there were:

- Problems regarding terminology, unsure of terms;
- Uncertainty on the part of respondents whether to contact the IR where there was no change in circumstances;
- Problems retrieving paperwork: While the pilot was conducted quite recently after respondents were sent their award notices by the IR, quite a number of them had thrown away these notices. This may become an even greater issue by the time of the main interview. Interviewers suggested that forms should stress that recipients should keep them for their records
- Difficulties with reading the relevant forms and finding the relevant information
- On quite a few occasions, interviewers had to go through the various forms with respondents (where they had them), working out the answers together.

Recommendations

- IR to supply original copies of the various forms, ideally laminated (including the original colour codes)
- Interviewers requested the relevant information on the forms to be highlighted so as to facilitate the process of finding the right information during the interview
 - IR to highlight relevant information on forms
 - The different forms are to be discussed in detail at the main briefing.

4.1.3 Data linking

The following question was included in the pilot for the first time. Interviewers were asked to report on issues or problems they found with the question.

- **DataLink** "We will be able to learn more about families and how to improve services to meet their needs by linking your answers from these questions to administrative records held by the Department for Education and Skills (DfES) and the Department for Work and Pensions (this used to be known as the Department of Social Security). Could we have your permission to link your answers to administrative data?
INTERVIEWER NOTE: IT IS IMPORTANT THAT AS MANY RESPONDENTS AS POSSIBLE GIVE INFORMED CONSENT AT THIS QUESTION."

All reported that there was too much information contained in this question which made it difficult for respondents to absorb and understand. One suggestion was to put the question on a show card to make it easier for the respondents.

Generally it was felt that respondents were not clear about the full implications of answering yes to this question. The following are examples of questions asked and comments made:

- Is it confidential?
- Am I going to be bombarded by junk mail or phonecalls?
- Will my details be on a computer database and be sold?
- How could they link anything without having the names of children for example?

Reassuring respondents about confidentiality seemed crucial for obtaining their consent.

- If the question is to be used in the main interview, we will present this question on a showcard.
- Further, more information will have to be provided to interviewers about what exactly will be done with the data as part of the datalinking process.

4.2 Partner telephone interview

Generally, the partner telephone interview was welcomed as an improvement to the way of administering the partner interview, especially in the case of 'busy professionals'.

However, a number of mainly practical issues were raised, which need to be reviewed:

- Some existing showcards were missing, and/or new ones are needed for the partner to ease administration of various questions: need to include B1, B2, B3, E4; add showcards G1 (Jsc40a) and G2 (Jsc40c); rename main respondent showcard (G1=G3); new showcard G4 (question Jsc70 – missing for both partner and main respondent), M9, F2a (question TravWr – travel to work);
- Additions to ARF needed: add option of 'partner telephone interview' F1; change script at F8 to include partner interview;
- Problem typing for interviewers who did not have hands free telephones: Need to investigate possibility of providing headsets to interviewers to carry out telephone interviews;
- Partner letter to ensure confidentiality of providing information over the phone;
- Need to review pay structure for partner interviews (by telephone and in the field);

4.3 Child Self-completion

Generally, the response to the child self-completion was very positive, for both booster cases and children who had done the questionnaire last year.

Children took between 5 and 30 minutes to fill in the questionnaire. 27 children were eligible for the self completion and all agreed to complete the booklet. A total of 19 self-completions have been returned.

Specific comments

- Q4 Thinking back over the last 7 days on how many days have you had friends round to your house?
Interviewers and couple of the respondents pointed out that this does allow them to include going out/playing out with their friends so may give a wrong impression of how much time they spend with their friends.
- Consider whether we want to revise this question in light of the comments.

Gifts

The gifts were received positively. It is important that the interviewer has enough gifts so those that aren't selected can still have something. Need to reconsider the gift for Wave 6 so it isn't the same as last year.

Findings from the data

A visual check of the returned self-completions suggests that all children were able to complete the booklet without problems and had followed the instructions at the front of the booklet.

4.4. Incentives

As part of the debrief we asked the interviewers to provide their views on the use of incentives in particular the use of unconditional incentives and whether the booster cases should also receive an incentive.

The use of unconditional incentives for panel cases was generally not well received. Interviewers commented that they knew people on the study who would use this to their advantage and claim not to have received the voucher. There was also the concern that due to problems with the delivery of post in several areas that people could legitimately say they had not received the voucher, which would lead to additional costs.

Panel members are used to receiving the voucher at the end of the interview and interviewers reported that this makes more of a 'Thank you' whereas if it was sent up front it would be seen as putting pressure on people to take part.

Interviewers felt strongly that the booster cases should receive an incentive. Many interviewers commented that the booster families know the panel families in their area and therefore know about the incentive they receive. Ideally for both fairness and administrative purpose we would like to give the booster cases the same incentive as the panel cases, ie a £10 high street voucher.

Table 6: Summary of interview times: All cases (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.5	2.8	0.9	16.0	84
Respondent's health	1.9	1.3	0.4	23.9	84
Child health, schooling and outcomes	9.0	7.2	0.3	42.8	84
Child maintenance	3.9	3.9	1.4	7.0	84
Children outside the household	0.3	0.3	0.1	1.4	84
Housing	5.8	4.7	2.1	72.5	84
Respondent's education	3.0	2.1	0.4	46.3	84
Respondent's work history	7.1	6.5	0.2	22.7	84
Childcare	4.1	3.8	1.4	10.8	84
Respondent Jobsearch	2.0	1.6	0.1	9.4	84
Benefits	4.1	3.1	0.6	15.4	84
New Tax Credits	8.4	7.8	0.4	24.3	84
Income Support	1.2	0.4	0.1	5.3	84
Other income	0.2	0.1	0.0	2.7	84
Savings	2.3	2.1	0.3	9.0	84
Hardship	9.7	9.1	2.3	45.3	84
CAPI interview length	61.7	58.0	20.0	150.0	84
Interviewer interview length	72.2	70.0	30.0	150.0	84

Table 7: Summary of interview times: Couples (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.7	2.8	1.1	16.0	53
Respondent's health	1.6	1.2	0.4	5.3	53
Child health, schooling and outcomes	9.0	6.8	0.3	42.8	53
Child maintenance	4.1	4.0	2.7	5.6	53
Children outside the household	0.4	0.3	0.1	1.4	53
Housing	5.2	4.7	2.1	10.6	53
Respondent's education	2.3	2.1	0.4	7.6	53
Respondent's work history	6.9	7.0	0.2	17.3	53
Childcare	3.9	3.8	1.6	8.3	53
Respondent Jobsearch	2.0	1.6	0.1	9.4	53
Benefits	4.4	3.2	0.6	15.4	53
New Tax Credits	9.0	8.7	0.4	24.3	53
Income Support	0.8	0.3	0.1	5.0	53
Other income	0.3	0.2	0.0	2.7	53
Savings	2.8	2.9	0.3	9.0	53
Hardship	9.2	8.7	2.3	25.2	53
CAPI interview length	59.8	57.0	20.0	114.0	53
Interviewer interview length	75.3	75.0	30.0	150.0	53

Table 8: Summary of interview times: Lone parents (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.2	2.4	0.9	10.2	31
Respondent's health	2.3	1.6	0.5	23.9	31
Child health, schooling and outcomes	8.8	7.6	1.5	28.9	31
Child maintenance	3.9	3.6	1.4	7.0	31
Children outside the household	0.2	0.2	0.1	0.3	31
Housing	6.9	4.6	2.3	72.5	31
Respondent's education	4.3	2.3	0.5	46.3	31
Respondent's work history	7.3	6.3	1.1	22.7	31
Childcare	4.4	3.9	1.4	10.8	31
Respondent Jobsearch	2.0	1.6	0.2	6.0	31
Benefits	3.5	2.9	0.8	11.9	31
New Tax Credits	7.4	7.7	0.6	17.7	31
Income Support	1.9	1.7	0.1	5.3	31
Other income	0.2	0.1	0.0	0.4	31
Savings	1.4	1.4	0.6	4.1	31
Hardship	10.4	9.3	6.0	45.3	31
CAPI interview length	65.0	60.0	28.0	150.0	31
Interviewer interview length	67.8	65.0	38.0	125.0	31

Table 9: Summary of interview times: Panel cases (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.1	2.3	0.9	10.2	55
Respondent's health	1.8	1.6	0.4	5.3	55
Child health, schooling and outcomes	10.1	8.6	0.5	42.8	55
Child maintenance	3.9	3.9	1.4	7.0	55
Children outside the household					
Housing	5.0	4.7	2.1	10.6	55
Respondent's education	2.6	1.6	0.4	46.3	55
Respondent's work history	6.1	5.1	0.2	22.7	55
Childcare	4.1	3.8	1.6	10.8	55
Respondent Jobsearch	2.1	1.6	0.1	9.4	55
Benefits	4.3	3.2	0.6	15.4	55
New Tax Credits	8.7	7.8	0.6	24.3	55
Income Support	1.1	0.4	0.1	4.9	55
Other income	0.3	0.2	0.0	2.7	55
Savings	2.2	1.8	0.3	9.0	55
Hardship	10.0	9.2	2.3	45.3	55
CAPI interview length	60.7	57.0	20.0	150.0	55
Interviewer interview length	71.1	65.5	30.0	150.0	55

Table 10: Summary of interview times: Booster cases (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	4.3	4.0	1.2	16.0	29
Respondent's health	2.1	1.1	0.4	23.9	29
Child health, schooling and outcomes	6.8	5.7	0.3	16.7	29
Child maintenance	3.9	3.8	2.1	6.8	29
Children outside the household	0.3	0.3	0.1	1.4	29
Housing	7.4	4.7	2.7	72.5	29
Respondent's education	3.9	3.4	1.1	9.6	29
Respondent's work history	8.8	8.4	1.6	20.3	29
Childcare	4.0	4.0	1.4	5.9	29
Respondent Jobsearch	1.9	1.6	0.1	6.9	29
Benefits	3.7	3.1	0.7	9.2	29
New Tax Credits	7.7	7.7	0.4	17.6	29
Income Support	1.3	0.4	0.1	5.3	29
Other income	0.2	0.1	0.0	0.9	29
Savings	2.5	2.3	0.6	4.7	29
Hardship	8.9	9.0	3.1	13.6	29
CAPI interview length	63.6	59.0	32.0	137.0	29
Interviewer interview length	74.4	75.0	40.0	120.0	29

Table 11: Summary of interview times: Households with no dependent children (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	2.0	1.9	1.1	3.1	4
Respondent's health	2.4	2.0	1.6	3.8	4
Child health, schooling and outcomes	1.5	1.8	0.5	2.3	4
Child maintenance					4
Children outside the household					4
Housing	4.9	4.8	4.3	5.8	4
Respondent's education	1.3	1.3	0.4	2.2	4
Respondent's work history	4.9	4.9	0.2	9.5	4
Childcare					4
Respondent Jobsearch	1.3	1.5	0.4	1.8	4
Benefits	3.5	2.8	2.1	6.3	4
New Tax Credits	5.7	3.3	1.2	15.0	4
Income Support	0.7	0.6	0.1	1.6	4
Other income	0.3	0.2	0.1	0.8	4
Savings	1.7	1.3	0.9	3.2	4
Hardship	9.7	9.9	4.6	14.4	4
CAPI interview length	39.5	41.0	21.0	55.0	4
Interviewer interview length	57.8	48.0	40.0	95.0	4

Table 12: Summary of interview times: Households with one dependent child (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	2.6	2.2	0.9	7.4	27
Respondent's health	1.6	1.3	0.4	4.9	27
Child health, schooling and outcomes	4.5	3.2	0.3	11.5	27
Child maintenance	4.1	4.1	1.6	6.2	27
Children outside the household	0.3	0.3	0.1	0.5	27
Housing	5.2	4.7	2.2	8.3	27
Respondent's education	2.3	1.9	0.8	5.3	27
Respondent's work history	7.1	7.2	0.3	15.6	27
Childcare	4.1	4.0	1.8	7.0	27
Respondent Jobsearch	2.3	1.6	0.2	9.4	27
Benefits	3.9	3.3	0.6	11.2	27
New Tax Credits	8.6	9.1	0.6	16.3	27
Income Support	1.2	0.4	0.1	5.3	27
Other income	0.4	0.2	0.0	2.7	27
Savings	2.5	2.3	0.3	5.5	27
Hardship	9.8	9.3	4.0	25.2	27
CAPI interview length	55.6	55.0	20.0	88.0	27
Interviewer interview length	71.9	71.0	30.0	115.0	27

Table 13: Summary of interview times: Households with two dependent children (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.1	2.8	1.1	5.9	33
Respondent's health	1.5	1.2	0.4	5.3	33
Child health, schooling and outcomes	8.8	7.6	1.4	21.1	33
Child maintenance	3.6	3.0	1.4	5.4	33
Children outside the household	0.4	0.3	0.1	1.4	33
Housing	4.9	4.7	2.1	10.6	33
Respondent's education	2.6	2.2	0.8	7.6	33
Respondent's work history	6.3	6.2	1.1	19.0	33
Childcare	4.0	3.7	1.6	10.8	33
Respondent Jobsearch	2.1	1.6	0.1	7.6	33
Benefits	4.6	3.6	0.7	15.4	33
New Tax Credits	8.6	7.7	0.4	24.3	33
Income Support	1.1	0.4	0.1	4.7	33
Other income	0.2	0.1	0.0	0.9	33
Savings	2.3	2.2	0.4	4.3	33
Hardship	9.3	9.0	2.3	23.1	33
CAPI interview length	59.0	57.0	31.0	98.0	33
Interviewer interview length	67.0	70.0	40.0	105.0	33

Table 14: Summary of interview times: Households with three or more dependent children (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	5.7	5.4	1.9	16.0	20
Respondent's health	2.8	1.3	0.5	23.9	20
Child health, schooling and outcomes	16.4	12.9	2.0	42.8	20
Child maintenance	4.2	3.9	2.0	7.0	20
Children outside the household	0.3	0.2	0.1	1.0	20
Housing	8.3	4.2	2.7	72.5	20
Respondent's education	5.1	2.4	0.4	46.3	20
Respondent's work history	8.7	7.0	1.1	22.7	20
Childcare	4.2	3.8	1.4	8.3	20
Respondent Jobsearch	1.7	1.6	0.2	4.2	20
Benefits	3.6	2.9	0.8	11.9	20
New Tax Credits	8.3	7.5	0.7	17.7	20
Income Support	1.3	0.5	0.1	5.0	20
Other income	0.2	0.1	0.1	1.3	20
Savings	2.3	1.7	0.6	9.0	20
Hardship	10.2	7.9	2.5	45.3	20
CAPI interview length	78.9	69.0	45.0	150.0	20
Interviewer interview length	84.9	75.0	55.0	150.0	20

Table 15: Summary of interview times: Receiving the New Tax Credits (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.3	2.6	1.1	16.0	51
Respondent's health	1.6	1.3	0.4	5.3	51
Child health, schooling and outcomes	9.7	8.5	0.4	42.8	51
Child maintenance	4.4	4.2	2.0	6.8	51
Children outside the household	0.4	0.3	0.2	1.4	51
Housing	5.1	4.6	2.1	10.6	51
Respondent's education	3.1	1.9	0.4	46.3	51
Respondent's work history	8.0	7.4	1.3	22.7	51
Childcare	4.3	3.9	1.6	10.8	51
Respondent Jobsearch	1.9	1.6	0.1	7.6	51
Benefits	4.9	3.7	1.3	15.4	51
New Tax Credits	11.6	11.5	4.9	24.3	51
Income Support	0.7	0.3	0.1	5.0	51
Other income	0.2	0.1	0.0	1.1	51
Savings	2.7	2.5	0.4	9.0	51
Hardship	10.1	9.3	2.3	45.3	51
CAPI interview length	66.9	64.0	31.0	150.0	51
Interviewer interview length	79.6	75.0	45.0	150.0	51

Table 16: Summary of interview times: Not receiving the New Tax Credits (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.8	3.4	0.9	10.2	33
Respondent's health	2.3	1.6	0.4	23.9	33
Child health, schooling and outcomes	7.8	6.4	0.3	22.1	33
Child maintenance	3.4	2.7	1.4	7.0	33
Children outside the household	0.2	0.2	0.1	0.4	33
Housing	6.9	4.7	2.2	72.5	33
Respondent's education	2.9	2.2	0.4	9.6	33
Respondent's work history	5.7	5.2	0.2	20.3	33
Childcare	3.4	3.7	1.4	5.4	33
Respondent Jobsearch	2.3	1.8	0.1	9.4	33
Benefits	2.9	2.2	0.6	8.8	33
New Tax Credits	3.4	2.2	0.4	9.1	33
Income Support	2.0	1.7	0.1	5.3	33
Other income	0.3	0.2	0.0	2.7	33
Savings	1.7	1.6	0.3	4.3	33
Hardship	9.0	8.2	3.1	25.2	33
CAPI interview length	53.6	52.0	20.0	137.0	33
Interviewer interview length	62.7	65.0	30.0	115.0	33

Table 17: Summary of interview times: Main respondent in work (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	3.1	2.6	1.1	7.4	44
Respondent's health	1.4	1.2	0.4	4.1	44
Child health, schooling and outcomes	9.2	6.9	0.3	42.8	44
Child maintenance	4.1	4.1	2.0	6.8	44
Children outside the household	0.4	0.3	0.1	1.4	44
Housing	6.7	5.1	2.1	72.5	44
Respondent's education	3.3	2.0	0.4	46.3	44
Respondent's work history	9.2	8.9	3.0	22.7	44
Childcare	4.1	3.8	1.4	10.8	44
Respondent Jobsearch	1.9	1.3	0.1	9.4	44
Benefits	4.0	3.2	0.7	12.7	44
New Tax Credits	9.5	9.1	0.4	17.6	44
Income Support	0.7	0.3	0.1	4.9	44
Other income	0.2	0.1	0.0	2.7	44
Savings	2.5	2.3	0.4	9.0	44
Hardship	9.3	8.7	2.3	25.2	44
CAPI interview length	66.1	64.5	31.0	150.0	44
Interviewer interview length	77.9	75.0	40.0	150.0	44

Table 18: Summary of interview times: Main respondent not in work (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	4.0	2.9	0.9	16.0	40
Respondent's health	2.4	1.6	0.5	23.9	40
Child health, schooling and outcomes	8.7	7.6	0.5	25.0	40
Child maintenance	3.7	3.7	1.4	7.0	40
Children outside the household	0.3	0.2	0.1	1.0	40
Housing	4.9	4.5	2.2	9.6	40
Respondent's education	2.7	2.3	0.4	9.6	40
Respondent's work history	4.8	3.7	0.2	15.6	40
Childcare					40
Respondent Jobsearch	2.2	1.8	0.5	7.6	40
Benefits	4.2	3.1	0.6	15.4	40
New Tax Credits	7.1	6.2	0.6	24.3	40
Income Support	1.8	1.0	0.1	5.3	40
Other income	0.2	0.1	0.0	1.3	40
Savings	2.1	1.8	0.3	5.5	40
Hardship	10.0	9.4	2.5	45.3	40
CAPI interview length	56.9	56.0	20.0	131.0	40
Interviewer interview length	66.4	65.0	30.0	120.0	40

Table 19: Summary of interview times: Main respondent in work, households with three or more dependent children and receiving the New Tax Credits (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Household grid	4.1	3.6	1.9	6.7	6
Respondent's health	1.5	1.2	0.7	2.6	6
Child health, schooling and outcomes	25.3	26.5	11.3	42.8	6
Child maintenance	4.4	4.3	2.0	6.8	6
Children outside the household					6
Housing	4.8	3.9	3.2	9.2	6
Respondent's education	8.9	1.8	0.4	46.3	6
Respondent's work history	11.0	8.3	4.3	22.7	6
Childcare	4.6	3.9	2.9	8.3	6
Respondent Jobsearch	1.4	1.3	0.2	3.0	6
Benefits	4.7	3.6	1.3	11.0	6
New Tax Credits	10.5	8.9	5.3	17.0	6
Income Support	0.8	0.3	0.1	2.2	6
Other income	0.2	0.1	0.1	0.5	6
Savings	2.6	1.0	0.8	9.0	6
Hardship	8.9	8.6	7.2	11.7	6
CAPI interview length	91.7	88.0	45.0	150.0	6
Interviewer interview length	98.2	105.0	55.0	150.0	6

Table 20: Summary of interview times: Partner interviews All cases (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Partner's Health	1.6	1.2	0.2	5.5	34
Partner's Education	2.0	1.8	0.5	6.6	34
Partner's work	5.8	5.7	0.1	13.7	34
Partner's job search	3.0	2.1	0.3	12.5	34
Total Partner interview length	12.3	12.0	4.5	30.8	34

Table 21: Summary of interview times: Partner interviews: Face to face (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Partner's Health	1.2	1.2	0.2	2.8	23
Partner's Education	2.0	1.8	0.5	6.6	23
Partner's work	5.5	6.1	0.1	13.6	23
Partner's job search	2.7	2.0	0.3	11.6	23
Total Partner interview length	11.5	12.1	4.5	19.0	23

Table 22: Summary of interview times: Partner interviews: Telephone (minutes)

	<i>Mean</i>	<i>Median</i>	<i>Minimum</i>	<i>Maximum</i>	<i>Count</i>
Partner's Health	2.2	1.6	0.5	5.5	11
Partner's Education	1.9	1.5	0.6	4.0	11
Partner's work	6.5	4.4	0.5	13.7	11
Partner's job search	3.6	2.3	1.2	12.5	11
Total Partner interview length	14.2	9.1	6.2	30.8	11

APPENDIX B: MAIN FIELDWORK DOCUMENTS

The following documents (referred to in Chapter 4) appear in this appendix:

- Opt out letter
- Advance letter – panel/booster
- Mover letter – panel
- Address Record Form (ARF) – panel/booster
- Fieldwork update report
- Self-completion questionnaire – for children
- Self-completion information sheet
- Self-completion reminder letters
- FACS study leaflet

Where appropriate, Welsh copies of letters have also been included. Originally, some documents were coloured, rather than black or white (for example, the letter head logo, front cover of ARFs, study leaflet, child self-completion and information sheet). However, original colours have not been replicated here.



Families and Children Study
c/o IAD Information Centre
Department for Work and Pensions
FREEPOST HQ5
Room BP5 201
Benton Park View
Benton Park Road
Newcastle upon Tyne
NE98 1YX

Reference No:

Date: Friday 13th August 2004

Dear

Families and Children Study

I am writing to ask for your help with an important study about families bringing up children in Great Britain. The study is being carried out for the Inland Revenue and the Department for Work and Pensions by an independent research organisation, the *National Centre for Social Research* (NatCen).

This study is designed to collect information about all experiences of family life and work. We are interested in the views and experience of all parents, whatever their circumstances. It is important that the study includes as many of those families selected as possible so we can get an accurate picture of this. Your name has been selected at random from our records.

This is a voluntary study and your answers will be treated in **strict confidence** in accordance with the Data Protection Act. The findings of this study will not identify you or your family. The names of those who take part in the study will not be passed on to anyone outside NatCen. Whether or not you take part will not affect your entitlement to any benefits or tax credits, or any other dealings with the Inland Revenue or Department for Work and Pensions, now or in the future.

An interviewer from NatCen will be calling on you at home some time during the next few weeks, to explain more about the study and ask you to take part. The interviewer will carry an identification card.

I do hope you decide to take part in the study. If, however, you do not wish an interviewer to contact you, please either write to the Department for Work and Pensions Project Team at the FREEPOST address above or telephone FREEPHONE: **0800 015 0524** 9am - 4:30pm Monday to Thursday and 9am - 4pm on Friday before Friday 27th August. If you write or phone, please remember to give your name and the reference number at the top of this letter, as we cannot guarantee that you will be excluded from the study unless we receive these details.

I hope you will be able to help with this important study.

Yours sincerely

A handwritten signature in black ink, appearing to read "Kirsty Pearson".

Kirsty Pearson
Analysis and Research
Inland Revenue

Our Ref: P2222/

Dear

Families and Children Study: Wave 6

In the past you kindly took part in this important study. It is a panel study, which means that we go back to the same families and speak to the same people every year. Your contribution, along with nearly eight thousand other families, has helped to make it a great success.

We are writing to you to let you know that one of our interviewers will be in contact soon. Where possible this will be the same interviewer you spoke to last time. However this may not always be possible as some interviewers will have other commitments. **All our interviewers carry an identification card**, with a photograph. Please ask to see this.

The name of the interviewer who will be contacting you is: _____

The interviewer will be able to answer any questions you have about the study, and if you are willing to participate, will make an appointment to come and interview you. As a token of our appreciation those families taking part in this interview will receive a £10 gift voucher.

All your answers will be treated in strict confidence in accordance with the Data Protection Act and the findings of this study will not identify you or your family. The names of those who take part in the study will not be passed to anyone outside *NatCen (National Centre for Social Research)*.

I do hope you will want to continue to be involved in this important study, and that you will enjoy speaking to one of our interviewers again.

Yours sincerely,



Sandra Comber
On behalf of the research team

P

Astudiaeth Teuluoedd a Phlant: Rhan 6

Buoch mor garedig â chymryd rhan yn yr astudiaeth bwysig hon yn y gorffennol. Astudiaeth banel yw hi, sy'n golygu ein bod yn mynd yn ôl at yr un teuluoedd ac yn siarad gyda'r un bobl bob blwyddyn. Mae'ch cyfraniad chi, a chyfraniadau bron i wyth mil o bobl eraill, wedi gwneud yr astudiaeth hon yn llwyddiant mawr.

Dyma ysgrifennu i roi gwybod i chi y bydd un o'n cyfwelwyr yn cysylltu â chi'n fuan. Lle bo modd, byddwn yn defnyddio'r un cyfweld â'r tro o'r blaen. Fodd bynnag, nid yw hyn yn bosibl bob amser am y bydd gan rai cyfwelwyr alwadau eraill. **Mae gan bob cyfwelydd gerdyn adnabod**, gyda ffotograff. Mae croeso ichi ofyn am gael gweld hwn.

Enw'r cyfwelydd a fydd yn cysylltu â chi yw: _____

Gall y cyfwelydd ateb unrhyw gwestiynau sydd gennych am yr astudiaeth, ac os ydych yn barod i gymryd rhan, bydd yn trefnu apwyntiad i ddod i'ch cyfweld. Yn arwydd o'n gwerthfawrogiad bydd y teuluoedd hynny sy'n cymryd rhan yn y cyfweiliad hwn yn derbyn tocyn anrheg gwerth £10.

Byddwn yn trin eich holl atebion yn gwbl gyfrinachol yn unol â'r Ddeddf Diogelu Data ac ni fydd canlyniadau'r astudiaeth hon yn cyfeirio'n benodol atoch chi na'ch teulu. Ni fydd enwau'r bobl sy'n cymryd rhan yn yr astudiaeth yn cael eu trosglwyddo i neb y tu allan i'r *Ganolfan Genedlaethol Ymchwil Gymdeithasol (y Ganolfan)*.

Rwyf yn mawr obeithio y byddwch am barhau i gymryd rhan yn yr astudiaeth bwysig hon, ac y byddwch yn mwynhau siarad gydag un o'n cyfwelwyr eto.

Yn gywir,



Sandra Comber
Ar ran y tîm ymchwil



Our Ref: P2222/

Dear

Families and Children Study: Wave 6

In August, Kirsty Pearson from the Inland Revenue wrote to you asking for your help with an important study about families bringing up children. We are talking to different families all over Britain, finding out about their experiences of family life and work. As she mentioned, we are very interested in finding out about your views and experiences, whatever your present circumstances.

A *National Centre for Social Research* interviewer will be in contact with you soon. The interviewer will be able to answer any questions you have about the study and will make an appointment to come and interview you. As a token of our appreciation those families taking part in this interview will receive a £10 gift voucher.

All our interviewers carry an identification card, with a photograph. Please ask to see this.

The name of the interviewer who will be contacting you is: _____

All your answers will be treated in strict confidence in accordance with the Data Protection Act and the findings of this study will not identify you or your family. The names of those who take part in the study will not be passed to anyone outside *NatCen* (*National Centre for Social Research*).

We do hope you will want to be involved in this important study, and that you will enjoy speaking to one of our interviewers.

Yours sincerely,

S.A. Comber

Sandra Comber
On behalf of the research team

B

Astudiaeth Teuluoedd a Phlant: Rhan 6

Yn nechrau mis Awst, ysgrifennodd Kirsty Pearson o Gyllid y Wlad atoch i ofyn am eich help gydag astudiaeth bwysig o deuluoedd yn magu plant. Rydym yn siarad gyda gwahanol deuluoedd o bob rhan o Brydain, yn dysgu am eu profiadau o fywyd a gwaith teuluoedd. Fel y dywedodd, mae gennym ddiddordeb mawr mewn cael gwybod am eich syniadau a'ch profiadau, ni waeth beth fo'ch amgylchiadau ar hyn o bryd.

Bydd cyfwelydd o'r *Ganolfan Genedlaethol Ymchwil Gymdeithasol* yn cysylltu â chi'n fuan. Gall y cyfwelydd ateb unrhyw gwestiynau sydd gennych am yr astudiaeth, ac os ydych yn barod i gymryd rhan, bydd yn trefnu apwyntiad i ddod i'ch cyfweld. Mae croeso ichi ofyn am gael gweld hwn. Yn arwydd o'n gwerthfawrogiad bydd y teuluoedd hynny sy'n cymryd rhan yn y cyfweiliad hwn yn derbyn tocyn anrheg gwerth £10.

Mae gan bob cyfwelydd gerdyn adnabod, gyda ffotograff.

Enw'r cyfwelydd a fydd yn cysylltu â chi yw: _____

Byddwn yn trin eich holl atebion yn gwbl gyfrinachol yn unol â'r Ddeddf Diogelu Data ac ni fydd canlyniadau'r astudiaeth hon yn cyfeirio'n benodol atoch chi na'ch teulu. Ni fydd enwau'r bobl sy'n cymryd rhan yn yr astudiaeth yn cael eu trosglwyddo i neb y tu allan i'r *Ganolfan Genedlaethol Ymchwil Gymdeithasol (y Ganolfan)*.

Rydym yn mawr obeithio y byddwch am gymryd rhan yn yr astudiaeth bwysig hon, ac y byddwch yn mwynhau siarad gydag un o'n cyfwelwyr.

Yn gywir,



Sandra Comber
On behalf of the research team

B

P2222 FAMILIES AND CHILDREN STUDY 2004
ADDRESS RECORD FORM (ARF)
PANEL ORANGE TEAM

P	ASSIGNMENT/SLOT NAME:	
	TRIP/RETURN NO:	
	FINAL OUTCOME:	

ADDRESS LABEL

CHANGE OF ADDRESS

FOR THIS CASE YOU NEED TO:

- Send out advance letter P
- Carry out main interview (and partner where appropriate)
- Give respondent £10 for taking part
- Give self-completion questionnaire to all eligible children aged 11-15 years

<p style="text-align: center;">Title & Surname</p> <p>Respondent name: <input style="width: 80%;" type="text"/></p> <p>Respondent Phone No: <input style="width: 80%;" type="text"/></p> <p>Respondent Mobile No: <input style="width: 80%;" type="text"/></p> <p>Respondent E-mail: <input style="width: 80%;" type="text"/></p>	<p>Interviewer name: <input style="width: 80%;" type="text"/></p> <p>Interviewer number: <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/></p> <p>No Tel: <input style="width: 20px; text-align: center;" type="text"/> 3 No. refused / ex-directory: <input style="width: 20px; text-align: center;" type="text"/> 4 Total no of calls: <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/></p>
---	--

Call No.	Date DD/MM	Day of week	Call Start Time 24hr Clock	CALLS RECORD (Note all calls, including telephone calls)	*Call Status (Enter codes only)	Call End Time 24hr Clock
1	/		:			:
2	/		:			:
3	/		:			:
4	/		:			:
5	/		:			:
6	/		:			:
7	/		:			:
8	/		:			:
9	/		:			:
10	/		:			:

Call Status Codes: 1=No Reply, 2=Contact Made, 3=Appointment Made, 4=Any Interviewing done, 5=Any Other Outcome (describe in calls record)

A. Contact with *main respondent*

NOTE

- You should attempt to re-interview the main respondent (who will usually be female) except:
- If the **main respondent** has **left or died** and all the children live with the partner – interview the partner as main respondent. However if the partner is male, and he has re-partnered then his new partner should be interviewed as the main respondent.
- Remember, for panel cases you **still interview** the main respondent (and partner) **if all the children** are now **living elsewhere** (i.e. if they have all left home, gone into care etc).

A1	<p>Is the <i>main respondent</i> living at this address?</p>	Yes No Don't know Office Refusal <i>Main respondent</i> died Re-allocated to another interviewer	AA BB CC 410 700 900	GO TO F1 GO TO A3 GO TO A2 RETURN TO OFFICE	*
A2	<p>Please code the reason why you are unable to establish whether the <i>main respondent</i> is living at this address.</p>	Address inaccessible Information refused about whether <i>main respondent</i> is resident at address Unknown if <i>main respondent</i> resident due to non-contact at address after 4+ calls	620 420 310	CALL OFFICE BEFORE RETURNING RETURN TO OFFICE	*
A3	<p>Were you able to obtain a follow-up address for the <i>main respondent</i>?</p>	Yes, follow up address in area Yes, but follow up address outside area No, follow up address unknown	DD 681 682	RECORD ADDRESS AT B1 (p.3) RECORD ADDRESS AT B1 (p.3) and RETURN TO OFFICE RECORD TRACING ATTEMPTS AT A4 & RETURN TO OFFICE	*
A4	<p>WRITE IN ALL ATTEMPTS TO FIND FOLLOW UP ADDRESS FOR MAIN RESPONDENT</p> <p><i>Fill in any details at B1 (p.3). Record whether left tracing letter with present occupants.</i></p>				
<p>RETURN TO OFFICE</p>					

B. Tracing *main respondent* - attempt 1

B1	RECORD FOLLOW UP ADDRESS/ TELEPHONE NUMBER OF RESPONDENT	<p>ADDRESS:</p> <p>POSTCODE:</p> <p>Notes on address location</p>	<p>PHONE NO: (incl. STD code)</p> <p>MOBILE NO:</p>										
B2	<p>Is the <i>main respondent</i> living at this address?</p>	<p style="text-align: right;">Yes</p> <p style="text-align: right;">No</p> <p style="text-align: right;">Don't know</p> <p style="text-align: right;">Office refusal</p> <p style="text-align: right;"><i>Main respondent</i> died</p> <p style="text-align: right;">Re-allocated to another interviewer</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">AA</td> <td style="width: 90%; text-align: center;">GO TO F1</td> </tr> <tr> <td style="text-align: center;">BB</td> <td style="text-align: center;">GO TO B4</td> </tr> <tr> <td style="text-align: center;">CC</td> <td style="text-align: center;">GO TO B3</td> </tr> <tr> <td style="text-align: center;">410</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">RETURN TO OFFICE</td> </tr> <tr> <td style="text-align: center;">700</td> </tr> <tr> <td style="text-align: center;">900</td> </tr> </table>	AA	GO TO F1	BB	GO TO B4	CC	GO TO B3	410	RETURN TO OFFICE	700	900
AA	GO TO F1												
BB	GO TO B4												
CC	GO TO B3												
410	RETURN TO OFFICE												
700													
900													
B3	<p>Please code the reason why you are unable to establish whether the <i>main respondent</i> is living at this address.</p>	<p style="text-align: right;">Address inaccessible</p> <p style="text-align: right;">Information refused about whether <i>main respondent</i> is resident at address</p> <p style="text-align: right;">Unknown if <i>main respondent</i> resident due to non-contact at address after 4+ calls</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">620</td> <td style="width: 90%; text-align: center;">CALL OFFICE BEFORE RETURNING</td> </tr> <tr> <td style="text-align: center;">651</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">RETURN TO OFFICE</td> </tr> <tr> <td style="text-align: center;">652</td> </tr> </table>	620	CALL OFFICE BEFORE RETURNING	651	RETURN TO OFFICE	652					
620	CALL OFFICE BEFORE RETURNING												
651	RETURN TO OFFICE												
652													
B4	<p>Were you able to obtain a follow-up address for the <i>main respondent</i>?</p>	<p style="text-align: right;">Yes, follow up address in area</p> <p style="text-align: right;">Yes, but follow up address outside area</p> <p style="text-align: right;">No, follow up address unknown</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;">DD</td> <td style="width: 90%; text-align: center;">RECORD ADDRESS AT C1 (p.4)</td> </tr> <tr> <td style="text-align: center;">681</td> <td style="text-align: center;">RECORD ADDRESS AT C1 (p.4) and RETURN TO OFFICE</td> </tr> <tr> <td style="text-align: center;">682</td> <td style="text-align: center;">RECORD TRACING ATTEMPTS AT B5 & RETURN TO OFFICE</td> </tr> </table>	DD	RECORD ADDRESS AT C1 (p.4)	681	RECORD ADDRESS AT C1 (p.4) and RETURN TO OFFICE	682	RECORD TRACING ATTEMPTS AT B5 & RETURN TO OFFICE				
DD	RECORD ADDRESS AT C1 (p.4)												
681	RECORD ADDRESS AT C1 (p.4) and RETURN TO OFFICE												
682	RECORD TRACING ATTEMPTS AT B5 & RETURN TO OFFICE												
B5	<p>WRITE IN ALL ATTEMPTS TO FIND FOLLOW UP ADDRESS FOR MAIN RESPONDENT</p> <p><i>Fill in any details at C1 (p.4). Record whether left tracing letter with present occupants</i></p>		<p>RETURN TO OFFICE</p>										

C. Tracing *main respondent* - attempt 2

C1	RECORD FOLLOW UP ADDRESS/ TELEPHONE NUMBER OF RESPONDENT	<p>ADDRESS:</p> <p>POSTCODE: PHONE NO: (<i>incl. STD code</i>)</p> <p>Notes on address location MOBILE NO:</p>											
C2	<p>Is the <i>main respondent</i> living at this address?</p> <p style="text-align: right;">Yes</p> <p style="text-align: right;">No</p> <p style="text-align: right;">Don't know</p> <p style="text-align: right;">Office refusal</p> <p style="text-align: right;"><i>Main respondent</i> died</p> <p style="text-align: right;">Re-allocated to another interviewer</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 20px;">AA</td><td style="width: 100px;">GO TO F1</td></tr> <tr><td>BB</td><td>GO TO C4</td></tr> <tr><td>CC</td><td>GO TO C3</td></tr> <tr><td>410</td><td rowspan="3" style="text-align: center;">RETURN TO OFFICE</td></tr> <tr><td>700</td></tr> <tr><td>900</td></tr> </table>	AA	GO TO F1	BB	GO TO C4	CC	GO TO C3	410	RETURN TO OFFICE	700	900	*
AA	GO TO F1												
BB	GO TO C4												
CC	GO TO C3												
410	RETURN TO OFFICE												
700													
900													
C3	<p>Please code the reason why you are unable to establish whether the <i>main respondent</i> is living at this address.</p> <p style="text-align: right;">Address inaccessible</p> <p style="text-align: right;">Information refused about whether <i>main respondent</i> is resident at address</p> <p style="text-align: right;">Unknown if <i>main respondent</i> resident due to non-contact at address after 4+ calls</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 20px;">620</td><td style="width: 100px;">CALL OFFICE BEFORE RETURNING</td></tr> <tr><td>651</td><td rowspan="2" style="text-align: center;">RETURN TO OFFICE</td></tr> <tr><td>652</td></tr> </table>	620	CALL OFFICE BEFORE RETURNING	651	RETURN TO OFFICE	652	*					
620	CALL OFFICE BEFORE RETURNING												
651	RETURN TO OFFICE												
652													
C4	<p>Were you able to obtain a follow-up address for the <i>main respondent</i>?</p> <p style="text-align: right;">Yes, follow up address in area</p> <p style="text-align: right;">Yes, but follow up address outside area</p> <p style="text-align: right;">No, follow up address unknown</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 20px;">DD</td><td style="width: 100px;">RECORD ADDRESS AT D1 (p.5)</td></tr> <tr><td>681</td><td>RECORD ADDRESS AT D1 (p.5) and RETURN TO OFFICE</td></tr> <tr><td>682</td><td>RECORD TRACING ATTEMPTS AT C5 & RETURN TO OFFICE</td></tr> </table>	DD	RECORD ADDRESS AT D1 (p.5)	681	RECORD ADDRESS AT D1 (p.5) and RETURN TO OFFICE	682	RECORD TRACING ATTEMPTS AT C5 & RETURN TO OFFICE	*				
DD	RECORD ADDRESS AT D1 (p.5)												
681	RECORD ADDRESS AT D1 (p.5) and RETURN TO OFFICE												
682	RECORD TRACING ATTEMPTS AT C5 & RETURN TO OFFICE												
C5	<p>WRITE IN ALL ATTEMPTS TO FIND FOLLOW UP ADDRESS FOR MAIN RESPONDENT</p> <p><i>Fill in any details at D1 (p.5). Record whether left tracing letter with present occupants</i></p> <p style="text-align: right; margin-top: 20px;">RETURN TO OFFICE</p>												

F. OUTCOME OF INTERVIEW FOR MAIN RESPONDENT (& PARTNER)

F1	DID YOU CARRY OUT AN INTERVIEW WITH THE MAIN RESPONDENT? (RING ONE CODE ONLY)			
	Yes, full interview with <i>main respondent</i> (no partner in hhld)	110	GO TO F7	*
	Yes, full interview with <i>main respondent</i> and partner (face to face)	111		
	Yes, full interview with <i>main respondent</i> and partner (telephone)	114		
	Yes, full interview with <i>main respondent</i> , proxy partner interview	112	GO TO F5	*
	Yes, full interview with <i>main respondent</i> , no partner interview (proxy or full)	113		
	Yes, partial interview with <i>main respondent</i> (no partner in hhld)	210	GO TO F4	*
	Yes, partial interview with <i>main respondent</i> , full face to face partner interview	211		
	Yes, partial interview with <i>main respondent</i> , full telephone partner interview	214		
	Yes, partial interview with <i>main respondent</i> , proxy partner interview	212		
	Yes, partial interview with <i>main respondent</i> , no partner interview (proxy or full)	213		
	No interview	FF	GO TO F2	
F2	CODE REASON FOR NO INTERVIEW WITH MAIN RESPONDENT (RING ONE CODE ONLY)			
	Personal refusal	431	GO TO F3	*
	Proxy refusal	432		
	Respondent refused during interview (before completed Benefits section)	440		
	Broken appointment, no re-contact	450		
	Contact made with <i>main respondent's</i> hhld but not with responsible adult	330		
	Contact made with responsible adult in hhld but not with <i>main respondent</i>	340		
	Ill at home during survey period	510		
	Away/in hospital during entire survey period	520		
	Physically or mentally unable/incompetent	530		
	Language difficulties	540		
	Other (please specify) _____	560		
F3	IF <u>NO</u> INTERVIEW WITH MAIN RESPONDENT, PLEASE GIVE DETAILS			
			RETURN TO OFFICE	
F4	IF <u>PARTIAL</u> INTERVIEW WITH MAIN RESPONDENT, PLEASE GIVE REASON(S).			
			GO TO F7	

F5	<p>WHY WERE YOU UNABLE TO CARRY OUT THE FULL PARTNER INTERVIEW?</p> <p>Personal refusal by partner</p> <p>Proxy refusal on behalf of partner</p> <p>Partner broke appointment, no re-contact</p> <p>Partner ill at home during survey period</p> <p>Partner away/in hospital during entire survey period</p> <p>Partner physically or mentally unable/incompetent</p> <p>Partner had language difficulties</p> <p>Other (please specify) _____</p>	<table border="1"> <tr><td>81</td></tr> <tr><td>82</td></tr> <tr><td>83</td></tr> <tr><td>84</td></tr> <tr><td>85</td></tr> <tr><td>86</td></tr> <tr><td>87</td></tr> <tr><td>88</td></tr> </table>	81	82	83	84	85	86	87	88	<p>GO TO F6</p>
81											
82											
83											
84											
85											
86											
87											
88											
F6	<p>IF NO FULL PARTNER INTERVIEW, PLEASE GIVE DETAILS</p> <p>GO TO F7</p>										
F7	<p>DID YOU GIVE THE MAIN RESPONDENT A £10 VOUCHER? PLEASE ENSURE THAT THE RESPONDENT SIGNS THE VOUCHER RECEIPT FORM, ON THE BACK OF THIS ARF</p> <p>Yes, and signed receipt</p> <p>No</p>	<table border="1"> <tr><td>1</td></tr> <tr><td>2</td></tr> </table>	1	2	<p>GO TO F8</p>						
1											
2											
F8	<p>ENTER TOTAL LENGTH OF INTERVIEW</p> <p>Enter length of Main interview (including child self-completion):</p> <p>Enter length of full face to face/telephone partner interview (if applicable):</p> <p>Enter Total interview length:</p>	<table border="1"> <tr><td><input type="text"/></td></tr> <tr><td><input type="text"/></td></tr> <tr><td><input type="text"/></td></tr> </table> <p>GO TO G1</p>		<input type="text"/>	<input type="text"/>	<input type="text"/>					
<input type="text"/>											
<input type="text"/>											
<input type="text"/>											

G. CHILD SELF COMPLETION

G1 RECORD HOW SELF-COMPLETION IS BEING RETURNED (YOUR PLANS NOW) BELOW:
*Please record self-completion return details for each eligible child (11-15 years) by entering the self-completion status code (see bottom of page).
 If self-completion is not expected (code 4) please record reason(s) why at G2.*

Person number	Age	First Name	Self-comp Status
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 100%; height: 20px;" type="text"/>
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 100%; height: 20px;" type="text"/>
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<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>		<input style="width: 100%; height: 20px;" type="text"/>

Person number	Age	Reason why self-completion not expected
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	
<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	
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<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	
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<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>	

RETURN TO OFFICE

SELF-COMPLETION STATUS

- 1 (Plan is) to post it at the same time as transmitting the interview
- 2 (Plan is) to collect it yourself and return it separately
- 3 (Plan is) to ask the respondent to post it back to the office
- 4 Not expected

P2222 FAMILIES AND CHILDREN STUDY 2004
ADDRESS RECORD FORM (ARF)
BOOSTER ORANGE TEAM

B	ASSIGNMENT/SLOT NAME:	
	TRIP/RETURN NO:	
	FINAL OUTCOME:	

ADDRESS LABEL

CHANGE OF ADDRESS

FOR THIS CASE YOU NEED TO:

- Send out advance letter B
- Check that the main respondent has dependent children living with them as part of their household
- Carry out the main interview (and partner where appropriate) if family eligible
- Give respondent £10 for taking part
- Give self-completion questionnaire to all eligible children aged 11-15 years

<p style="text-align: center;">Title & Surname</p> <p>Respondent name: <input style="width: 90%;" type="text"/></p> <p>Respondent Phone No: <input style="width: 90%;" type="text"/></p> <p>Respondent Mobile No: <input style="width: 90%;" type="text"/></p> <p>Respondent E-mail: <input style="width: 90%;" type="text"/></p>	<p>Interviewer name: <input style="width: 90%;" type="text"/></p> <p>Interviewer number: <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/> <input style="width: 15%;" type="text"/></p> <p>No Tel: <input style="width: 20px; text-align: center;" type="text" value="3"/> No. refused / ex-directory: <input style="width: 20px; text-align: center;" type="text" value="4"/> Total no of calls: <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/></p>
---	--

Call No.	Date DD/MM	Day of week	Call Start Time 24hr Clock	CALLS RECORD (Note all calls, including telephone calls)	*Call Status (Enter codes only)	Call End Time 24hr Clock
1	/		:			:
2	/		:			:
3	/		:			:
4	/		:			:
5	/		:			:
6	/		:			:
7	/		:			:
8	/		:			:
9	/		:			:
10	/		:			:

Call Status Codes: 1=No Reply, 2=Contact Made, 3=Appointment Made, 4=Any Interviewing done, 5=Any Other Outcome (describe in calls record)

A. Contact with *main respondent*

NOTE

- The **main respondent** should always be the **female** ‘mother-figure’ **unless** the respondent is a **lone father**.
- If the named person and partner have split up **follow the children**. If the children are split between the mother and father, follow the mother **only**.
- Remember, for new cases you do **not** interview the main respondent (and partner) **if all the children** are now **living elsewhere** (i.e. if they have all left home, gone into care etc).

A1	<p>Is the <i>main respondent</i> living at this address?</p>	Yes	AA	GO TO E1	
		No	BB	GO TO A3	
		Don't know	CC	GO TO A2	
		Office Refusal	410	RETURN TO OFFICE	*
		<i>Main respondent</i> died	700		
		Re-allocated to another interviewer	900		
A2	<p>Please code the reason why you are unable to establish whether the <i>main respondent</i> is living at this address.</p>				
		Address inaccessible	620	CALL OFFICE BEFORE RETURNING	*
		Information refused about whether <i>main respondent</i> is resident at address	651	RETURN TO OFFICE	*
		Unknown if <i>main respondent</i> resident due to non-contact at address after 4+ calls	652		
A3	<p>Were you able to obtain a follow-up address for the <i>main respondent</i>?</p>				
		Yes, follow up address in area	DD	RECORD ADDRESS AT B1 (p.3)	
		Yes, but follow up address outside area	681	RECORD ADDRESS AT B1 (p.3) and RETURN TO OFFICE	*
		No, follow up address unknown	682	RECORD TRACING ATTEMPTS AT A4 & RETURN TO OFFICE	*
A4	<p>WRITE IN ALL ATTEMPTS TO FIND FOLLOW UP ADDRESS FOR MAIN RESPONDENT</p> <p><i>Fill in any details at B1 (p.3). Record whether left tracing letter with present occupants.</i></p>				
				RETURN TO OFFICE	

B. Tracing *main respondent* - attempt 1

B1	<p>RECORD FOLLOW UP ADDRESS/ TELEPHONE NUMBER OF RESPONDENT</p> <p>ADDRESS:</p> <p>POSTCODE: PHONE NO: (<i>incl. STD code</i>)</p> <p>Notes on address location MOBILE NO:</p>																										
B2	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 65%;">Is the <i>main respondent</i> living at this address?</td> <td style="width: 10%; text-align: center;">Yes</td> <td style="width: 10%; text-align: center;">AA</td> <td style="width: 15%; text-align: center;">GO TO E1</td> <td style="width: 5%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">No</td> <td style="text-align: center;">BB</td> <td style="text-align: center;">GO TO B4</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">Don't know</td> <td style="text-align: center;">CC</td> <td style="text-align: center;">GO TO B3</td> <td></td> </tr> <tr> <td></td> <td style="text-align: center;">Office refusal</td> <td style="text-align: center;">410</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">RETURN TO OFFICE</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">*</td> </tr> <tr> <td></td> <td style="text-align: center;"><i>Main respondent</i> died</td> <td style="text-align: center;">700</td> </tr> <tr> <td></td> <td style="text-align: center;">Re-allocated to another interviewer</td> <td style="text-align: center;">900</td> </tr> </table>	Is the <i>main respondent</i> living at this address?	Yes	AA	GO TO E1			No	BB	GO TO B4			Don't know	CC	GO TO B3			Office refusal	410	RETURN TO OFFICE	*		<i>Main respondent</i> died	700		Re-allocated to another interviewer	900
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B3	<p>Please code the reason why you are unable to establish whether the <i>main respondent</i> is living at this address.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 65%; text-align: right;">Address inaccessible</td> <td style="width: 10%; text-align: center;">620</td> <td style="width: 15%; text-align: center;">CALL OFFICE BEFORE RETURNING</td> <td style="width: 5%;"></td> </tr> <tr> <td style="text-align: right;">Information refused about whether <i>main respondent</i> is resident at address</td> <td style="text-align: center;">651</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">RETURN TO OFFICE</td> <td rowspan="2" style="text-align: center; vertical-align: middle;">*</td> </tr> <tr> <td style="text-align: right;">Unknown if <i>main respondent</i> resident due to non-contact at address after 4+ calls</td> <td style="text-align: center;">652</td> </tr> </table>	Address inaccessible	620	CALL OFFICE BEFORE RETURNING		Information refused about whether <i>main respondent</i> is resident at address	651	RETURN TO OFFICE	*	Unknown if <i>main respondent</i> resident due to non-contact at address after 4+ calls	652																
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B5	<p>WRITE IN ALL ATTEMPTS TO FIND FOLLOW UP ADDRESS FOR MAIN RESPONDENT</p> <p><i>Fill in any details at C1 (p.4). Record whether left tracing letter with present occupants</i></p> <p style="text-align: right;">RETURN TO OFFICE</p>																										

C. Tracing *main respondent* - attempt 2

C1		<p>RECORD FOLLOW UP ADDRESS/ TELEPHONE NUMBER OF RESPONDENT</p> <p>ADDRESS:</p> <p>POSTCODE: PHONE NO: (incl. STD code)</p> <p>Notes on address location MOBILE NO:</p>																		
C2		<p>Is the <i>main respondent</i> living at this address?</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right; width: 60%;">Yes</td> <td style="width: 10%; text-align: center;">AA</td> <td style="width: 30%; text-align: center;">GO TO E1</td> </tr> <tr> <td style="text-align: right;">No</td> <td style="text-align: center;">BB</td> <td style="text-align: center;">GO TO C4</td> </tr> <tr> <td style="text-align: right;">Don't know</td> <td style="text-align: center;">CC</td> <td style="text-align: center;">GO TO C3</td> </tr> <tr> <td style="text-align: right;">Office refusal</td> <td style="text-align: center;">410</td> <td rowspan="3" style="text-align: center; vertical-align: middle;">RETURN TO OFFICE</td> </tr> <tr> <td style="text-align: right;"><i>Main respondent</i> died</td> <td style="text-align: center;">700</td> </tr> <tr> <td style="text-align: right;">Re-allocated to another interviewer</td> <td style="text-align: center;">900</td> </tr> </table>	Yes	AA	GO TO E1	No	BB	GO TO C4	Don't know	CC	GO TO C3	Office refusal	410	RETURN TO OFFICE	<i>Main respondent</i> died	700	Re-allocated to another interviewer	900		*
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C5		<p>WRITE IN ALL ATTEMPTS TO FIND FOLLOW UP ADDRESS FOR MAIN RESPONDENT</p> <p><i>Fill in any details at D1 (p.5). Record whether left tracing letter with present occupants</i></p> <p style="text-align: right;">RETURN TO OFFICE</p>																		

D. Tracing *main respondent* - attempt 3

D1	<p>RECORD FOLLOW UP ADDRESS/ TELEPHONE NUMBER OF RESPONDENT</p> <p>ADDRESS:</p> <p>POSTCODE: PHONE NO: (incl. STD code)</p> <p>Notes on address location MOBILE NO:</p>																
D2	<p>Is the <i>main respondent</i> living at this address?</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: right;">Yes</td> <td style="border: 1px solid black; text-align: center;">AA</td> <td style="border: 1px solid black; text-align: center;">GO TO E1</td> </tr> <tr> <td style="text-align: right;">No</td> <td style="border: 1px solid black; text-align: center;">BB</td> <td style="border: 1px solid black; text-align: center;">GO TO D4</td> </tr> <tr> <td style="text-align: right;">Don't know</td> <td style="border: 1px solid black; text-align: center;">CC</td> <td style="border: 1px solid black; text-align: center;">GO TO D3</td> </tr> <tr> <td style="text-align: right;">Office refusal</td> <td style="border: 1px solid black; text-align: center;">410</td> <td rowspan="3" style="border: 1px solid black; text-align: center; vertical-align: middle;">RETURN TO OFFICE</td> </tr> <tr> <td style="text-align: right;"><i>Main respondent</i> died</td> <td style="border: 1px solid black; text-align: center;">700</td> </tr> <tr> <td style="text-align: right;">Reallocated to another interview</td> <td style="border: 1px solid black; text-align: center;">900</td> </tr> </table>	Yes	AA	GO TO E1	No	BB	GO TO D4	Don't know	CC	GO TO D3	Office refusal	410	RETURN TO OFFICE	<i>Main respondent</i> died	700	Reallocated to another interview	900
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Yes, but follow up address outside area	681	GO TO CONT. SHEET															
No, follow up address unknown	682	RECORD TRACING ATTEMPTS AT D5 & RETURN TO OFFICE															
D5	<p>WRITE IN ALL ATTEMPTS TO FIND FOLLOW UP ADDRESS FOR MAIN RESPONDENT</p> <p><i>Fill in any details on continuation sheet. Record whether left tracing letter with present occupants</i></p> <p style="text-align: right;">RETURN TO OFFICE</p>																

E. ESTABLISH IF RESPONDENT HAS DEPENDENT CHILDREN

E1	Were you able to make contact with the <i>main respondent</i> ?	Yes	EE	GO TO E2	*
		No, no contact with <i>main respondent</i>	662	GO TO E4	
E2	ASK RESPONDENT: Are there any children aged 18 or under living with you as part of your family?	Yes	FF	GO TO E2a	*
		No	770	RETURN TO OFFICE	
		Information refused	661	GO TO E4	
E2a	IF CHILDREN AGED 18 OR UNDER LIVING WITH MAIN RESPONDENT How many children do you have living here who are 16 years or younger?	<input type="text"/>		GO TO E2b	
E2b	How many children do you have living here aged 17 or 18 who are in full-time education? (INCLUDE THOSE CHILDREN WAITING TO GO TO 6 th FORM/COLLEGE)	<input type="text"/>		GO TO E2c	
E2c	ENTER TOTAL NUMBER OF DEPENDENT CHILDREN (SUM OF E2a & E2b)	<input type="text"/>		GO TO E3	
E3	SUMMARY: DOES MAIN RESPONDENT HAVE ANY DEPENDENT CHILDREN LIVING WITH THEM AS PART OF THEIR FAMILY?	Yes, has dependent child(ren)	HH	GO TO F1	*
		No, does not have dependent child(ren)	770	RETURN TO OFFICE	
E4	PLEASE GIVE DETAILS				
				RETURN TO OFFICE	

F. OUTCOME OF INTERVIEW FOR MAIN RESPONDENT (& PARTNER)

F1	<p>DID YOU CARRY OUT AN INTERVIEW WITH THE MAIN RESPONDENT? (RING ONE CODE ONLY)</p> <p style="text-align: right;">Yes, full interview with <i>main respondent</i> (no partner in hhld) 110</p> <p style="text-align: right;">Yes, full interview with <i>main respondent</i> and partner (face to face) 111</p> <p style="text-align: right;">Yes, full interview with <i>main respondent</i> and partner (telephone) 114</p> <p style="text-align: right;">Yes, full interview with <i>main respondent</i>, proxy partner interview 112</p> <p style="text-align: right;">Yes, full interview with <i>main respondent</i>, no partner interview (proxy or full) 113</p> <p style="text-align: right;">Yes, partial interview with <i>main respondent</i> (no partner in hhld) 210</p> <p style="text-align: right;">Yes, partial interview with <i>main respondent</i>, full face to face partner interview 211</p> <p style="text-align: right;">Yes, partial interview with <i>main respondent</i>, full telephone partner interview 214</p> <p style="text-align: right;">Yes, partial interview with <i>main respondent</i>, proxy partner interview 212</p> <p style="text-align: right;">Yes, partial interview with <i>main respondent</i>, no partner interview (proxy or full) 213</p> <p style="text-align: right;">No interview JJ</p>	<p>GO TO F7</p> <p>GO TO F5</p> <p>GO TO F4</p> <p>GO TO F2</p>	<p>*</p> <p>*</p> <p>*</p> <p>*</p>
F2	<p>CODE REASON FOR NO INTERVIEW WITH MAIN RESPONDENT (RING ONE CODE ONLY)</p> <p style="text-align: right;">Personal refusal 431</p> <p style="text-align: right;">Proxy refusal 432</p> <p style="text-align: right;">Respondent refused during interview (before completed Benefits section) 440</p> <p style="text-align: right;">Broken appointment, no re-contact 450</p> <p style="text-align: right;">Ill at home during survey period 510</p> <p style="text-align: right;">Away/in hospital during entire survey period 520</p> <p style="text-align: right;">Physically or mentally unable/incompetent 530</p> <p style="text-align: right;">Language difficulties 540</p> <p style="text-align: right;">Other (please specify)_____ 560</p>	<p>GO TO F3</p>	<p>*</p>
F3	<p>IF <u>NO</u> INTERVIEW WITH MAIN RESPONDENT, PLEASE GIVE DETAILS</p>	<p>RETURN TO OFFICE</p>	
F4	<p>IF PARTIAL INTERVIEW WITH MAIN RESPONDENT, PLEASE GIVE REASON(S).</p>	<p>GO TO F7</p>	

F5	<p>WHY WERE YOU UNABLE TO CARRY OUT THE FULL PARTNER INTERVIEW?</p> <p>Personal refusal by partner</p> <p>Proxy refusal on behalf of partner</p> <p>Partner broke appointment, no re-contact</p> <p>Partner ill at home during survey period</p> <p>Partner away/in hospital during entire survey period</p> <p>Partner physically or mentally unable/incompetent</p> <p>Partner had language difficulties</p> <p>Other (please specify) _____</p>	<table border="1"> <tr><td>81</td></tr> <tr><td>82</td></tr> <tr><td>83</td></tr> <tr><td>84</td></tr> <tr><td>85</td></tr> <tr><td>86</td></tr> <tr><td>87</td></tr> <tr><td>88</td></tr> </table>	81	82	83	84	85	86	87	88	<p>GO TO F6</p>
81											
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88											
F6	<p>IF NO FULL PARTNER INTERVIEW, PLEASE GIVE DETAILS</p> <p>GO TO F7</p>										
F7	<p>ENTER TOTAL LENGTH OF INTERVIEW</p> <p>Enter length of Main interview (including self-completion):</p> <p>Enter length of full face to face/telephone partner interview (if applicable):</p> <p>Enter Total interview length:</p>	<table border="1"> <tr><td><input type="text"/></td></tr> <tr><td><input type="text"/></td></tr> <tr><td><input type="text"/></td></tr> </table>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<p>GO TO G1</p>					
<input type="text"/>											
<input type="text"/>											
<input type="text"/>											

G. CHILD SELF COMPLETION

G1 RECORD HOW SELF-COMPLETION IS BEING RETURNED (YOUR PLANS NOW) BELOW:
*Please record self-completion return details for each eligible child (11-15 years) by entering the self-completion status code (see bottom of page).
 If self-completion is not expected (code 4) please record reason(s) why at G2.*

Person number	Age	First Name	Self-comp Status
<input type="text"/>	<input type="text"/>		<input type="text"/>
<input type="text"/>	<input type="text"/>		<input type="text"/>
<input type="text"/>	<input type="text"/>		<input type="text"/>
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G2

Person number	Age	Reason why self-completion not expected
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<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	

RETURN TO OFFICE

SELF-COMPLETION STATUS

- 1 (Plan is) to post it at the same time as transmitting the interview
- 2 (Plan is) to collect it yourself and return it separately
- 3 (Plan is) to ask the respondent to post it back to the office
- 4 Not expected

P2222

FAMILIES AND CHILDREN STUDY

VOUCHER RECEIPT

I (name) _____,

having taken part in the above study, agree that I have received (from the interviewer) a £10 voucher as a token of appreciation.

Signed: _____

Date: _____

Interviewer signature: _____

FACS 6 Summary response

	Panel		Booster		Opt in		All cases	
	n	%	n	%	n	%	n	%
Issued cases	7825		1237		156		9218	
Outcome not finalised	266		79		16		361	
Covered cases	7559	96.6	1158	93.6	140	89.7	8857	96.1
Ineligible cases								
Respondent deceased	4	0.1	0	0.0	0		4	0.0
No dependent children	0	0.0	15	1.3	0		15	0.2
Eligible cases (=covered-ineligible)	7555		1143		140		8838	
Productive cases								
Full interview with main respondent	6400	84.7	785	68.7	77	55.0	7262	82.2
Partial interview with main respondent	4	0.1	0	0.0	0	0.0	4	0.0
Total productives	6404	84.8	785	68.7	77	55.0	7266	82.2
Unproductive cases								
Refusal to Head Office	93	1.2	17	1.5	2	1.4	112	1.3
Refusal to interviewer	593	7.8	131	11.5	47	33.6	771	8.7
Non-contact	78	1.0	58	5.1	4	2.9	140	1.6
Untraced movers	302	4.0	136	11.9	0	0.0	438	5.0
Other unproductive	83	1.1	16	1.4	3	2.1	102	1.2

Name

P2222 Orange Team

Serial no.

201-207

Ckl

Person no.

208-209

Boy

210

Girl

211-212

Age

213-214

Office use only

Card no.

215-219

Batch no.

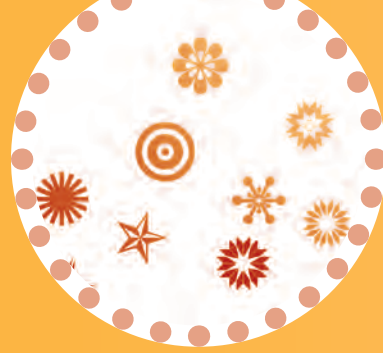
215-219



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Here are some questions for you to



We are interested in your honest answers. We will



You can miss out any question that you don't want to answer. Look at the



answer on your own.

not tell anyone what your answers are.



instructions on the right and read what to do.

How to answer the questions

Please read each question carefully.

Most of the questions can be answered by putting a tick in the box next to the answer that applies to you like this:

(Tick one box)

Yes
No

Sometimes you have to write a number in a box, for example:

Write in the number of hours:

Next to some of the boxes are instructions. They tell you which question to answer next. If there are no special instructions, just answer the next question.

(Tick one box)

Yes → go to question 3 (below)
No → go to question 4 (right)

If you make a mistake, just cross through the wrong answer, and then write in – or tick – the right answer, like this:

(Tick one box)

Agree
Disagree

First, some questions about what you do in your spare time...

1 How many hours do you spend watching TV, including videos and DVDs, on a normal school day?

Remember to include time before and after school.

(Tick one box) 220

- None 1
Less than an hour 2
1–3 hours 3
4–6 hours 4
7 hours or more 5

2 Do you or your family have a computer at home?

(Tick one box)

221

- Yes 1 → go to question 3 (right)
No 2 → go to question 4 (opposite page)

Answer this question if you DO have a computer at home:

3 Thinking back over the last 7 days, on how many days have you used the computer?

Please don't include time spent playing computer games.

(Tick one box)

222

- None, or only used it to play games 1
1–2 days 2
3–5 days 3
6 days or more 4

4 Thinking back over the **last 7 days**, on how many days have you had friends round to your house?

(Tick one box) 223

- None 1
- 1-2 days 2
- 3-5 days 3
- 6 days or more 4

5 And in the **last 7 days**, on how many days have you visited your friends at their houses?

(Tick one box) 224

- None 1
- 1-2 days 2
- 3-5 days 3
- 6 days or more 4

6 In the **last 7 days**, on how many days have you done sports or other active things?

Please include things like riding a bike, football, skateboarding, running around, dancing and swimming, both in or outside of school.

225

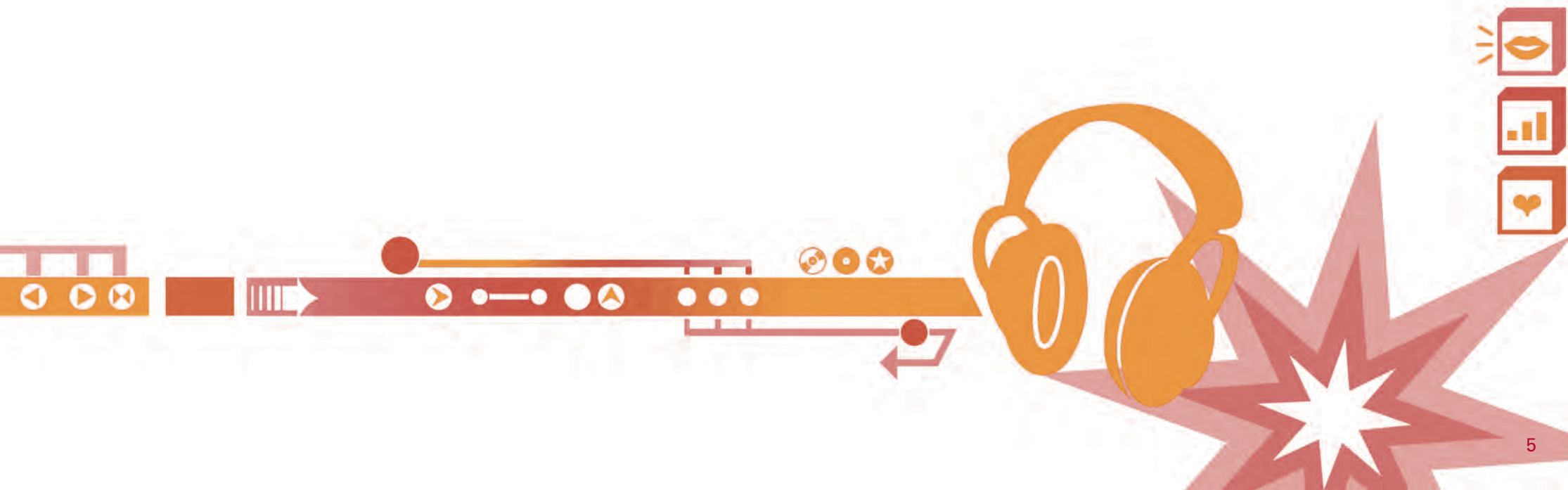
(Tick one box)

- None 1
- 1-2 days 2
- 3-5 days 3
- 6 days or more 4

7 Thinking about your spare time (not at school) in the **last few weeks**. Which of the following activities have you taken part in?

(Tick all that apply) 226-39

- Youth club 01
- Scouts, guides, cadets 02
- Sports team or club 03
- Exercise or dance class 04
- Drama, arts or music groups 05
- After school club 06
- Other organised activities 07
- None of these 08



8 In the **last few weeks**, have you been to or used any of these things in your local area?

(Tick all that apply) 240–59

- Library 01
- Parks and other open spaces 02
- Playground 03
- Swimming pool/leisure centre 04
- Church/mosque/temple/
other place of worship 05
- Community hall 06
- Cinema/theatre 07
- Bowling alley 08
- Outdoor sports pitch/ground 09
- Connexions 10
- None of these 11

9 How satisfied or dissatisfied are you with the parks and playgrounds in your local area?

(Tick one box) 260

- Very satisfied 1
- Fairly satisfied 2
- Neither satisfied or dissatisfied 3
- Fairly dissatisfied 4
- Very dissatisfied 5
- Don't know/don't go to local parks 6

10 Please say how much you agree or disagree with the following statements about where you live.

Strongly agree Agree Neither agree or disagree Disagree Strongly disagree

(Tick one box on each line)

This area is a place I enjoy living in 1 2 3 4 5 261

I worry about being robbed or mugged on the street in this area 1 2 3 4 5 262

I would be afraid to walk alone in this area after dark 1 2 3 4 5 263

Most people in this area are friendly 1 2 3 4 5 264



11 Which of these apply to you?
You can tick as many or as few boxes as you like.

(Tick all that apply) 265-69

I have been to see a family doctor or GP in the last year 1

I have been to see a dentist in the last year 2

I have been away on holiday in the last year 3

I have my own mobile phone 4

I use the internet and/or email 5

None of these statements apply to me 6

12 Read the following sentences carefully and tick the box next to the one that best describes you.

Please include whole drinks, not just a sip.

(Tick one box) 270

I have never drunk alcohol 1

I have drunk alcohol only once or twice 2

I used to drink alcohol but I don't now 3

I sometimes drink alcohol, but I don't drink alcohol every week 4

I drink alcohol regularly, once a week or more 5

13 Now read the following sentences carefully and tick the box next to the one that best describes you.

(Tick one box) 271

I have never smoked cigarettes 1

I have smoked cigarettes only once or twice 2

I used to smoke cigarettes but I don't now 3

I sometimes smoke cigarettes, but I don't smoke every week 4

I smoke cigarettes regularly, once a week or more 5

14 Have you ever been offered any illegal drugs?

(Tick one box) 272

Yes 1

No 2

15 Do any of your friends ever use illegal drugs?

(Tick one box) 273

Yes 1

No 2

Don't know 3



The next few questions are about how you feel about different things.

There are some faces showing different types of feelings.

Please tick the box that comes closest to showing how you feel about the following things...

- 16 Your school work?**
Please tick the box that best describes how you feel about school work. 274
- 1 2 3 4 5 6 7
- 17 Your appearance?**
Please tick the box that best describes how you feel about your appearance. 275
- 1 2 3 4 5 6 7
- 18 Your health?**
Please tick the box that best describes how you feel about your health. 276
- 1 2 3 4 5 6 7
- 19 Your family?**
Please tick the box that best describes how you feel about your family. 277
- 1 2 3 4 5 6 7
- 20 Your life as a whole?**
Please tick the box that best describes how you feel about your life as a whole. 278
- 1 2 3 4 5 6 7

20a Have you ever run away from home or been forced to leave home for one night or more?

(Tick one box) 315

- Never 1
Once or twice 2
Three times or more 3

21 In the **last year**, has anyone bullied you in a way that frightened or upset you? Please include bullying in or out of school.

(Tick one box) 316

- Never 1
Once or twice 2
Three times or more 3

22 In the **last year**, have you skipped or bunked off school?

(Tick one box) 317

- Never 1
Once or twice 2
Three times or more 3

23 How important is it to you to get good marks in your school work, exams or tests?

(Tick one box) 318

- Not at all important 1
Not very important 2
Fairly important 3
Very important 4
I don't go to school 5

24 In the **last year**, how often have you been punished at school? Please include things like detention, doing lines or being sent to see the head teacher.

(Tick one box) 319

- Never 1
Once or twice 2
Three times or more 3

25 About how much of your homework do you usually complete?

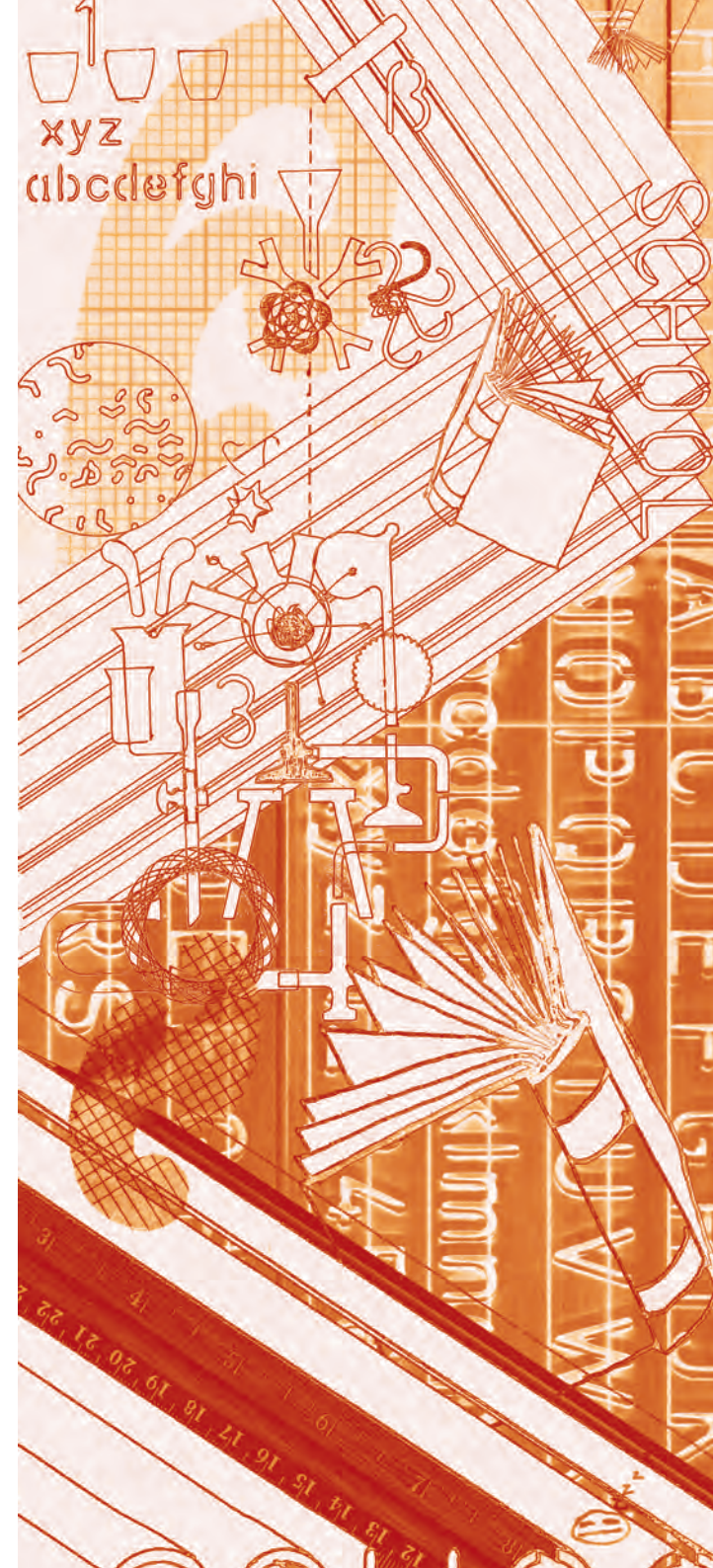
(Tick one box) 320

- All or most of it 1
About half of it 2
Not much 3
None 4
I don't get homework 5

26 What would you most like to do when you are 16 and can leave school?

(Tick one box) 321

- Get a full time job 1
Study full time 2
Get a job and study 3
Do something else 4
Don't know 5



34 Which, if any, of the following do you like to do in your spare time?

You can tick as many or as few boxes as you like.

(Tick all that apply) 334-59

- Listen to music 01
- Meet friends 02
- Watch TV or videos/DVDs 03
- Play computer/console games (like Gamecube, X-box or Playstations) 04
- Go to the cinema 05
- Surf the web (internet/www) 06
- Email 07
- Play a musical instrument 08
- Do sports 09
- Go shopping 10
- Read books and magazines 11
- Go to the park or playground 12
- Something else 13

35 Which three things, if any, do you think would most improve this area as a place for you to live?

(Tick up to 3 boxes) 360-65

- Better schools 01
- Better, cleaner parks and playgrounds 02
- Less crime or safer area 03
- Fewer drugs 04
- Better public transport 05
- More shops 06
- More sports facilities 07
- More youth clubs or facilities for young people 08
- Other (please write in) _____ 09
- _____
- _____
- _____
- Nothing (fine as it is) 00

Thank you for your help with this study.

Please give the booklet to the interviewer

or post it back in the envelope provided.

**National Centre for Social Research
100 Kings Road
Brentwood
Essex
CM14 4LX**



If you have lost the envelope that came with this booklet, you can put it in another one and post it back to this address.



Families and Children Study

If you are aged 11 to 15 years the interviewer will ask you to fill in a booklet. The booklet is for you to fill in by yourself.

What is the booklet about?

In the booklet there are questions about things like...

- What you do in your spare time
- Where you live
- Going to school

How do I fill in the booklet?

- Open the booklet and read the instructions on the first page carefully
- Answer all questions on your own
- You can miss out any question that you do not want to answer
- Please be honest
- We will not tell anyone what your answers are

What do I do when I have finished?

- Please give the booklet back to the interviewer or post it back in the envelope provided.
- If you have lost your envelope please post it back in another envelope to the address on the back of the booklet. Please remember to use a stamp.

THANK YOU FOR YOUR HELP

Our ref. P2222/RW
Date as postmark

Dear Interviewer

FAMILIES AND CHILDREN STUDY: WAVE 6

Within the last month or so you interviewed the parent/ guardian(s) of the child(ren) named on the label(s) overleaf. According to our records you indicated that you would return to collect the self-completion questionnaire(s).

As we have not yet received the relevant self-completion questionnaire(s) from you, we would appreciate it if you could collect this/these from the respondent(s) as soon as possible. We need to have as many of these questionnaires as possible, so that the information we collect represents the views of a true cross-section of children aged 11 to 15 in Britain.

If the arrangements have changed - for instance, if the respondent has told you that he or she has posted it to the office - please let the Orange Team know so that we do not have to trouble you again.

Thank you for all your work on this study.

Yours faithfully

S.A. Gamber |

On behalf of the research team

P.S. If this letter has crossed in the post with the completed questionnaire(s), please accept our thanks for sending it off and forgive us for writing to you.

Our ref. P2222/RY
Date as postmark

<Serial no (including checkletter and person number of child)>
<Name of main respondent>
<Address 1>
<Address 2>
<Address 3>
<Address 4>
<Postcode>

Dear <Title> <Surname>

FAMILIES AND CHILDREN STUDY: WAVE 6

About two weeks ago we contacted you about the questionnaire that our interviewer left with your child, [child's name]. The self-completion questionnaire to be filled in by [child's name] is a very important part of our Families and Children study for which you kindly agreed to be interviewed.

As we have no record of having received your child's questionnaire, we are enclosing another copy, in case the first questionnaire was mislaid. We also enclose a pre-paid envelope. We hope your child will find the questionnaire interesting and enjoyable. We need to hear from as many people as possible, so that the information we collect represents the views of a true cross-section of children aged 11 to 15 in Britain.

We do greatly appreciate your co-operation in this study, and hope your child will find time to fill in the questionnaire and return it to us. Without it, an important part of the picture will be missing.

Thank you again for all your help.

Yours faithfully

S.A. Gamber |

On behalf of the research team

P.S. If this letter has crossed in the post with the completed questionnaire, please accept our thanks for sending it off and forgive us for writing to you again.

Our ref. P2222/RX
Date as postmark

<Serial no (including checkletter and person number of child)>
<Name of main respondent>
<Address 1>
<Address 2>
<Address 3>
<Address 4>
<Postcode>

Dear <Name of Main Respondent>

FAMILIES AND CHILDREN STUDY

Within the last month or so you very kindly agreed to be interviewed as part of our Families and Children Study. At the same time we asked your child, <child's name>, to fill in a self-completion questionnaire and return it to us by post in a pre-paid envelope.

As yet we have not received the self-completion questionnaire. This is an important part of the study. It gives your child a chance to have her/his say and tell us about her/his spare time, feelings about school and the local area. We would be grateful if you could return the self-completion questionnaire to the Operations Department, National Centre for Social Research, 100 Kings Road, Brentwood, Essex, CM14 4LX.

Thank you very much for your help, and for taking part in the study. I look forward to hearing from you.

Yours faithfully

 |

On behalf of the research team

P.S. If this letter has crossed in the post with the completed questionnaire, please accept our thanks for sending it off and forgive us for writing to you again.

What is the National Centre for Social Research?

The National Centre for Social Research is Britain's largest independent non-profit social research institute. We carry out many important national research studies for government departments, research councils and charitable foundations. You can find out more at our web site www.natcen.ac.uk

What should you do if you have any further queries?

Please contact the National Centre for Social Research on: 01277 200600 or you can look on our web site www.natcen.ac.uk/facs

The Families and Children Study

What is the Families and Children Study?





The Families and Children Study is a national study of families in Britain. The study started in 1999 and it is carried out every year.

The results from the study help departments across the government to:

- Be aware of the important issues facing families in Britain today
- Develop policies which will work to address these issues
- Check that policies are working well and, if not, how they can be changed for the better

To put it another way, there is little point in the Government working on new initiatives without reliable data to show that these initiatives are needed and that they will work.

As part of this study we would like to conduct an interview with you about you and your family.

Why us?

It is not possible to ask everyone in Britain to take part, so we have selected families at random from everyone who receives Child Benefit.

Once we have selected our families we rely on everyone taking part so that we can get accurate results. It is not possible for us to talk to a different family instead.

We talk to people from all different walks of life, from families who live in the big cities like London, Glasgow and Liverpool to families in isolated rural communities. It is only by speaking to everyone that we get a true picture of people's experiences and priorities for the future.

Although your participation is voluntary it is important that, if chosen, you take part because:

- Your unique experiences are vital in helping us to build a true picture of families in Britain today
- Whatever your circumstances – your views are important to us
- You will probably enjoy it!

What is the Study about?

It is about your family, how you are getting on and the issues which are important to you. By speaking to you the Government is able to introduce policies which help families in similar circumstances.

The questions cover, amongst other things:

- Housing
- Education and schools
- Local services
- Employment
- Family life

The study doesn't seem relevant to me?

The study covers a range of different subject areas some of which will seem relevant to you, some of which will not. It is only by asking for everyone's views and about their circumstances that we can get a real picture of what family life is like and what policies are needed to help people. We apologise if some questions don't seem relevant to you and your family – it is very hard to design a questionnaire which suits absolutely everyone!

How will it work?

The interviewer has been given a list of families including your own. They will be in touch to find a time when it is convenient for you to take part. When you take part is up to you, but if you have to cancel at short notice, please try and let us know, they may have travelled a long way to come and see you.

I have already completed an interview last year...

The most important part of the Families and Children Study is that it is a panel study. This means that we go back to the same families and speak to the same people every year.

Because of this we can see how family life is changing over time. It also means that we can look at how government policies, such as the Working Families Tax Credit, are working for people who move in and out of work.

Your continued support is very important to us.

Is it confidential?

Yes – and your privacy is protected. Your answers, given in strict confidence, are used for statistical research purposes only. Names and addresses are never included with the results.

Your name and details will never be passed on to anyone else. You will not receive 'junk mail' as a result of taking part.

Who will use the results?

The results of the study will be used by:

- Government departments such as the Department for Work and Pensions, Department for Education and Skills, The Scottish Office, The Welsh Office, Department for Transport,
- Inland Revenue – right across the



APPENDIX C EDITING AND CODING DOCUMENTS

The coding and edit instructions (referred to in Chapter 7) appear in this appendix.

**FAMILIES AND CHILDREN STUDY (2004)
(FACS 6)**

**CODE BOOK
AND
EDIT INSTRUCTIONS**

Introduction

Coding

The coding of interviewer responses is by and large taken care of within CAPI through the use of fully closed questions. There are however a number of questions where all possible responses could not be envisaged prior to the interview or where the interviewer was not confident enough to code the responses to existing code frames (these are semi-open questions). In these cases respondents are given the opportunity to offer other answers which are then transcribed by interviewers.

In many instances it will be possible to code these responses back into the existing code frame. This should always be the coder's first response. However, this will not always be possible, as new, distinct group(s) of responses may emerge. The researchers at the *National Centre* have looked at some early returns from the field and decided where new codes might be necessary. Coders should use these where the existing code frame is not appropriate. Any other difficult cases should be referred to the researchers with a note being made on the fact sheet.

Editing

As in the case of coding, most of the editing of FACS is carried out by interviewers in the field. Interviewer checks in the Blaise program mean that interviewers can clarify and query any data discrepancies directly with the respondent. The Blaise program ensures that the correct routing is followed through the interview questionnaire and applies range and consistency checks. Consistency checks comprise soft and hard checks. Soft checks can be suppressed by the interviewer but hard checks must be resolved by the interviewer at the time of interviewing.

However, some data checking is too complex to be carried out in the field. More complex checks based on several questions has the effect of slowing down the Blaise program, to the detriment of both the interviewer and the respondent. As a result, a separate in-house editing process is required to complete the data set. All the edit checks to be carried out are agreed with the client (DWP). The editor's role is to tidy up the data when it arrives from the field in order to improve the data quality and accuracy for the client.

Editing is to be done in Blaise in CAPI mode for editing. Errors in the data are identified or error checks are triggered for the editor to action as you move through the questionnaire. To aid this process, editors will have access to both ARFs and fact sheets for each respondent. The factsheets contain summary data that should be used to indicate solutions to inconsistencies and errors.

In FACS, the main tasks will be to:

- interpret interviewer notes,
- rid the data of any incorrect coding,
- resolve any inconsistencies especially in the benefits/tax credits that the respondent receives.

Making changes

As a general rule, you should only make changes where you have a reason to do so – such as an interviewer note which explains the situation. You can also make changes where a keying error is clear and apparent – e.g. if in the benefits/tax credits section an amount which is usually £16.05 per week has been recorded as £1605 per week. However, this should only be done when it is an obvious mistake.

It is important that you only make changes to the data according to the rules written down in the editing instructions. Where a situation has not been covered you should always consult your supervisor. It is important that one person keeps a general overview of the editing process and decision making. The supervisor will know if another editor is encountering a similar difficulty or omission.

If you encounter a problem with the data that you cannot resolve, please flag this for either a supervisor or a researcher to review.

Please note that you should NEVER delete a case unless you have been instructed to do so by the supervisor or researcher.

This document should be used in conjunction with the FACS questionnaire.

Fact sheets

Listed on the fact sheet, in addition to the notes and responses for coding, are a number of details that should help you with the coding exercise. Please take a moment to read through this information before starting to make changes. You will find the household information (names, dates of birth, relationships) particularly useful. There are other details about rent/mortgage payments and disabilities/health conditions provided in the 'Other Items' section. You do not need to 'action' these comments.

Similarly, the 'Main Respondent Questionnaire' section includes one variable (WTCdif) for which verbatim text is recorded but *no coding* is required. Where a respondent has mentioned two different amounts of Working Tax Credit (WTC) received in two different sections of the questionnaire, and where the respondent says that both amounts are correct, or that they do not know the correct amount, WTCdif records their reason for saying so.

Interviewer notes

The first stage of the FACS edit is to interpret **all** notes made by interviewers using the Blaise notepad facility. These are listed on the fact sheet under 'remarks'. Using these notes, it may be possible to establish what the correct response should have been and subsequently code a response into an existing code frame. The presence of a note in Blaise is indicated by a small paper clip symbol which appears beside the answer field where the note was made. Interviewers are instructed to make a note at the precise question concerned, but sometimes they might be at an adjacent question instead.

More specifically:

- If there are any notes in the **admin block** about names, address, phone numbers, and other information about the interview we need to know about (e.g. unsafe to interview), flag to researcher (who will make a record of it).
- If there are any notes about people in the household in the **household grid**, such as incorrect names, ages, or the wrong people appearing, etc., flag to researcher (who will make a record of it).

Resolving Benefits/Tax Credits data inconsistencies

Many of the edit checks in the FACS edit program relate to benefit/tax credit data. Your task here is to look for any extra information which is relevant to the benefit/tax credit data (such as who is claiming the benefit/tax credit, how many children there are, whether the respondent/partner has a long term health problem etc.). You should also check for any notes relating to the benefits/tax credits received, or the amounts/time period data. This information may help you to decide:

- that the amount received is appropriate, in which case you can suppress the check,
- that there has been a keying error. The two main errors here are;
 - entering the amount in pounds and pence when it should be whole pounds only eg the benefit amount is £37.65 but £3,765 has been entered instead of £38
 - typing an extra digit and coding £1,000 instead of £100in both cases, you should change the amount coded.
- that the amount is correct, but the wrong time period has been coded (e.g. a benefit which is usually £42 per week has been coded at £42 per calendar month) – in this case, you should change the time period.

Use of Ben6 - If a respondent receives more than one benefit or tax credit they are asked the total amount received in benefits per week at Ben6 (Screen 99 of 182). This can sometimes help resolve anomalies in the amounts of individual benefits but **DO NOT** change the amount given at Ben6.

Do not change the data in other circumstances - Where the data is clearly wrong and you have not been able to resolve the inconsistency, flag to your supervisor (who will make a record of it). However, if the amount is fairly close (e.g. within £10 of the advised amount/range), you do not need to flag this.

Incapacity Benefit and Income Support: Respondents often combine these two benefits when asked the amount they receive for each. In such cases, interviewers have been instructed to record which benefits are covered in a note. In all cases where there is a note, flag to researcher (who will make a record of it).

Other amount checks

The other checks in FACS are around amounts paid out for example rent and mortgage or amounts received from wages etc. As with benefit amounts, please do not change any other recorded amounts unless there is an obvious keying error with regard to the amount or time period. Instead, highlight the problem (and possible solutions) and flag to researcher.

Activity and Work History (Screen 70 of 182)

Respondents and their partners are asked to give details of their activity and work history. For some this is back to the date of the last interviewer and for others it goes back as far as April 2003. This information is collected in a grid format and sometimes a check may come up because the information has not been collected correctly (eg a gap between activities or an overlap in activities). Correcting this information can be complicated, so unless the error is easy to resolve, suppress the check and flag to the researchers.

Resolving hard checks

You may come across an occasional hard check in the edit program, though this will be rare. In these instances, you have to take action (by changing an answer) in order to move on. There should be clear instructions on screen when a hard check comes up – follow these to move past the check.

As a general rule, if you are going to change an answer, you **MUST** record the original answer on the fact sheet, along with the question name, and flag this to a researcher. An example of the situation that this might occur in is when a respondent says they moved into their home before they were born. In this case, you will have to change the date of moving into the house to one that falls after the respondent's date of birth.

Empty answer boxes

If you come across an 'empty' answer box in the edit program, check to see if there is a good reason why this has been left blank. For example, you may have changed an answer which has brought different questions on to the route. To move forward, enter CTRL + R. If there are a lot of empty answers, please bring this to the attention of a supervisor, who will know whether it is happening in other cases too.

If this happens in the **relationship block** (a parallel block, accessed by pressing CTRL and S), enter CTRL+R as instructed above. However, where questions **FC12a, Follup and AltAd299** are 'empty', code as '**Not asked in interview**', and proceed.

A. Coding Instructions

- Block: Household grid
Question: **CWhy** (coded to XCWhy)
Question text: "What was the main reason that [person name] left home?"
- 1 To live with other parent
 - 2 To live with other relative(s)
 - 3 To live with partner / boyfriend/girlfriend/spouse
 - 4 To live with friends
 - 5 To live on own / independently
 - 6 To go to university / college / study
 - 7 Due to difficult or problematic relationships in household
Include: "there was a personality clash"
"we had an argument"
 - 8 Other specific answer, not codeable to 1-7
 - 97 Other vague answer, not codeable to 1-8

NB The following question (CWho) in the interview asks who the person is currently living with, so if codes 1-5 are used at this question, this should match the answer at CWho

Block: Household grid
Question: **Difresp** (coded to XDifResp)
Question text: "INTERVIEWER TO ASK/RECORD: A DIFFERENT PERSON IS BEING INTERVIEWED FROM LAST YEAR. WHY IS THIS SO?"

- 1 Main respondent from last year deceased
- 2 Main respondent from last year left the household (split from partner)
- 3 Other specific answer, not codeable to 1-2
- 97 Other vague answer, not codeable to 1-3

Block: Household grid
Question: **OthEth** (backcoded to XEthnic)
Question text: To which of these ethnic groups do you consider you belong?

- 1 British
- 2 Any other white background (please describe)
- 3 White and Black Caribbean
- 4 White and Black African
- 5 White and Asian
- 6 Any other mixed background (please describe)
- 7 Indian
- 8 Pakistani
- 9 Bangladeshi
- 10 Any other Asian background (please describe)
- 11 Caribbean
- 12 African
- 13 Any other Black background (please describe)
- 14 Chinese
- 15 Any other background (please describe)
- 16 None of these
- 17 Black British

For this question we expect that it will be difficult to code back to the original frame due to a lack of sufficient information. An example should illustrate what needs to be done.

If the original response was "2. Any other white background" and the text response was "Dutch" it is not possible to code this to the existing frame. In this circumstance you should go to **Tryback** and code "5. Back coding attempted, leave as is".

If the interviewer had coded "Dutch" as "15 Any other background" you could not code this back to "2. Any other white background" as you cannot be sure that the person is white. You would therefore code "5. Back coding attempted, leave as is" at **Tryback**.

However, if the text response *"White Dutch"* was coded as *"15 Any other background"* you could code this back to *"2. Any other white background"*.

If you are unsure how to code this question, code *"3. Leave for later"* at **Tryback** and alert your supervisor.

Block: Children's health
Question: **TypeO** (coded to XTypeEd)
Question text: What type of school or college does (*Child's name*) attend?

- 1 Nursery school
- 2 Primary/Junior/Infant school
- 3 Middle school
- 4 Secondary school
- 5 Special school(e.g. children with disabilities and special educational needs)
- 6 6th form/tertiary/further education college
- 7 University/any other higher education
- 8 City Technology College
- 9 [Other - Code not available in edit]
- 10 Not attending school/college [spontaneous code]
- 11 Other specific answer, not codeable to 1-10
- 97 Other vague answer, not codeable to 1-11

Block: Children's Health
Question: **TypePO** (coded to XTypeP)
Question text: Is this a state or private school/nursery?

- 1 State
- 2 Private
- 3 [Other - Code not available in edit]
- 4 Other specific answer, not codeable to 1-2
- 97 Other vague answer, not codeable to 1-4

Block: Children's health
Question: **Cheaw1b** (coded to XCheaw1a [Multicoded])
Question text: For what reason has (*child*) been identified as having a Special Educational Need (SEN)?

- 1 Dyslexia
- 2 Dyscalculia
- 3 Dyspraxia
- 4 Learning Difficulties (including mild, moderate, severe, complex, profound, Down's Syndrome)
- 5 Behavioural problems
- 6 Emotional problems
- 7 Mental health problems / depression
- 8 Social problems
- 9 ADHD / hyperactivity / lack of concentration
Include: ADD/Attention Deficit Disorder, Hyperactivity disorder
- 10 Autistic Spectrum Disorder
- 11 Aspergers Syndrome
- 12 Speech and/or language difficulties/problems
- 13 Physical disability
- 14 Visual impairment / blindness
- 15 Hearing impairment / deafness
- 16 Multi Sensory Impairment / Deafblind
- 17 [Other - Code not available in edit]
- 18 Gifted/High IQ
- 19 No diagnosis/reason
- 20 Other specific answer, not codeable to 1-19
- 97 Other vague answer, not codeable to 1-20

Block: Children's Health

Question: **XTravSc** (coded to TravScX)

Question text: And how does (Child's name) usually travel to school?

INTERVIEWER NOTE: CODE ONE ONLY, FOR THE LONGEST PART, BY DISTANCE, OF THE CHILD'S USUAL JOURNEY TO SCHOOL.

If different methods used on different days of the week, code method used on the majority of days in the week

- 1 Underground, metro, light rail, tram
- 2 Train
- 3 Public bus, minibus or coach
- 4 School or local authority bus, minibus or coach
- 5 Motorcycle, scooter or moped
- 6 Car or van
- 7 Taxi/minicab
- 8 Bicycle
- 9 On foot
- 10 [Other - Code not available in edit]
- 11 Other specific answer, not codeable to 1-9
- 97 Other vague answer, not codeable to 1-11

Block: Children's Health
Question: **NotOAln** (coded to XNotAln [multicoded])
Question text: "What are the reasons why [child's name] does not usually travel to and from school on his/her own?"

- 1 Traffic danger
- 2 Child might get lost/ doesn't know the way
- 3 Child might not arrive (on time)
- 4 Fear of assault/molestation by an adult
- 5 Fear of bullying by other children
- 6 School too far away
- 7 [Other - Code not available in edit]
- 8 Safety reasons
"I just want to know she gets there safely"
"Because this area isn't safe"
- 9 Adult going anyway (e.g. with other children / works there)
Include: More convenient
- 10 Child prefers not to go alone
- 11 Parent prefers to take child
"I like going with him -we get to talk"
- 12 Child needs assistance (disability, special needs, illness)
- 13 Child too young (no further reason given)
- 14 Other specific answer, not codeable 1-13
- 97 Other vague answer, not codeable 1-14

Block: Children's Health
Question: **XTravB** (coded to XTravBk1)
Question text: How does (child's name) travel back from school?

- 1 Underground, metro, light rail, tram
- 2 Train
- 3 Public bus, minibus or coach
- 4 School or local authority bus, minibus or coach
- 5 Motorcycle, scooter or moped
- 6 Car or van
- 7 Taxi/minicab
- 8 Bicycle
- 9 On foot
- 10 [Other - Code not available in edit]
- 11 Other specific answer, not codeable 1-9
- 97 Other vague answer, not codeable 1-11

Block: Children's Health
 Question: **CscAttO** (coded to XCscAtt [multicoded])
 Question text: In the last 12 months, that is since [date], has [child's name] been away from school for at least half a day or more for any of these reasons?

- 0 None of these
- 1 Own (child's) illness
Include: head lice, accident/health emergency
- 2 Illness or death in the family
- 3 Health or dental appointment
Include: hospital or specialist appointment
- 4 Looking after member(s) of the family
- 5 Visiting family or friends for other reasons
Include: weddings, funerals
- 6 Religious reasons or festivals
- 7 Truancy
- 8 Going on holiday (in term time)
- 9 Shopping
- 10 [Other - Code not available in edit]
- 11 Not attending school
- 12 Bullying
- 13 Suspension/Expulsion/Behaviour at school
"he was sent home because he was in trouble"
- 14 Transport problems
"the car broke down and he couldn't get to school"
- 15 Sport/music/art activity
"private music exam"
"playing cricket for county team (not school activity)"
- 16 Moving house
- 17 Other specific answer, not codeable 1-16
- 97 Other vague answer, not codeable 1-17

Block: Children's Health
Question: **UsePO2** (coded to XUseP2 [multicoded])
Question text: You have told us that [*child's name has a problem*]. Have you/you and your partner spoken to any of the people on this card about this?

- 1 Teacher from your child's school
- 2 Health professional e.g. GP, nurse
- 3 Social worker
- 4 Police officer
- 5 Education welfare officer
- 6 School counsellor
- 7 Other counsellor or support worker
- 8 Family or friends
- 9 [Other - Code not available in edit]
- 10 None of these
- 11 Other specific answer not codeable 1-10
- 97 Other vague answer not codeable 1-11

Block: Children's health
Question: **Pxarasp1** (backcoded to XParasp1)
Question text: When (child) reaches 16 and can leave school, what would you like him/her to do?
INTERVIEWER NOTE: ONLY ONE ACTIVITY SHOULD BE RECORDED.
IF RESPONDENT MENTIONS MORE THAN ONE, PLEASE PROBE FOR MAIN.

- 1 Continue in full time education
- 2 Go on a training course or start an apprenticeship
- 3 Get a full-time paid job (either as an employee or self-employed)
Include: Any type of paid job
- 4 Work, unpaid, in the family business full-time
- 5 Work, unpaid, as a volunteer full-time
- 6 Start a family
- 7 [Other - Code not available in edit]
- 8 Don't know
- 9 None of these
- 10 Armed forces
- 11 Other specific answer, not codeable to 1-10
- 97 Other vague answer, not codeable to 1-11

Block: Children's health
Question: **Pxarasp2** (coded to XParasp2 [Multicoded])
Question text: What would you like (child) to have done or be doing by the time he/she reaches his/her mid 20s?

- 1 Gone to University
Include: Have a degree/ Masters degree
- 2 Gone to College
- 3 Had a full-time paid job (either as an employee or self-employed)
Include: Any kind of paid job
- 4 Worked unpaid in the family business full-time
- 5 Worked unpaid as a volunteer full-time
- 6 Started a family
- 7 Left home
- 8 Been travelling
- 9 [Other - Code not available in edit]
- 10 None of these
- 11 Part time job
- 12 Volunteering part time
- 13 Armed forces
- 14 Other specific answer, not codeable to 1-13
- 97 Other vague answer, not codeable to 1-14

- Block: Children's health
Question: **Pxarasp4** (backcoded to XParasp4)
Question text: What type of job would (child) like to be doing by the time he/she reaches his/her mid twenties?
- 0 Has no specific job in mind
 - 1 Armed forces (include navy)
 - 2 **Manager or senior official in someone else's business**
eg shop manager, marketing or sales manager, health service manager, bank manager, transport manager, farm manager, office manager
 - 3 Running their own business
 - 4 **Professional or technical**
eg teacher, stockbroker, lawyer, engineer, architect, doctor, accountant, nurse, computer programmer, musician, train driver, police officer, graphic designer, footballer, journalist, photographer, financial adviser, insurance broker, personnel officer, RSPCA inspector
 - 5 **Administrative, clerical or secretarial**
eg bank clerk, typist, secretary, civil service or local government clerical officer, VDU operator, trade union official, bookkeeper, telephonist
 - 6 **Skilled trade**
eg tool maker, electrician, fitter, motor mechanic, dressmaker, printer, carpenter, baker, builder, chef, gardener, farmer, fisherman, sheet metal worker, welder, roofer, stone mason, glassblower, florist
 - 7 **Caring, leisure, travel or personal services**
eg ambulance driver, dental nurse, nursery nurse, veterinary assistant, travel agent, holiday rep, hairdresser, beautician, caretaker, undertaker
 - 8 **Sales or customer service**
eg shop assistant, window dresser, market trader, sales representative, customer care adviser
 - 9 **Plant, process or machine drivers or operators**
eg assembly line worker, miner, packer, sewing machinist, asphalter, lorry driver, taxi driver, crane driver
 - 10 **Other jobs**
such as labourers, packers, shelf-fillers, couriers, porters, bar staff, waiters, cleaners, security guards and wardens

- 11 [Other - Code not available in edit]
- 12 None of these
- 13 Acting/singing/ performance arts
- 14 Other specific answer, not codeable to 1-13
- 97 Other vague answer, not codeable to 1-14

See next page for an alphabetical listing of job titles and codes.

Job title	Code
accountant	4
Acting/singing/ performance arts	13
ambulance driver	7
architect	4
Armed forces (include navy)	1
asphalter	9
assembly line worker	9
baker	6
bank clerk	5
bank manager	2
bar staff	10
beautician	7
bookkeeper	5
builder	6
caretaker	7
carpenter	6
chef	6
civil service or local government clerical officer	5
cleaners	10
computer programmer	4
couriers	10
crane driver	9
customer care adviser	8
dental nurse	7
doctor	4
dressmaker	6
electrician	6
engineer	4
farm manager	2
farmer	6
financial adviser	4
fisherman	6
fitter	6
florist	6
footballer	4
gardener	6
glassblower	6
graphic designer	4
hairdresser	7
health service manager	2
holiday rep	7
insurance broker	4
journalist	4
labourers	10
lawyer	4

Job title	Code
lorry driver	9
market trader	8
marketing or sales manager	2
miner	9
motor mechanic	6
musician	4
nurse	4
nursery nurse	7
office manager	2
packer	9
packers	10
personnel officer	4
photographer	4
police officer	4
porters	10
printer	6
roofer	6
RSPCA inspector	4
Running own business	3
sales representative	8
secretary	5
security guards and wardens	10
sewing machinist	9
sheet metal worker	6
shelf-fillers	10
shop assistant	8
shop manager	2
stockbroker	4
stone mason	6
taxi driver	9
teacher	4
telephonist	5
tool maker	6
trade union official	5
train driver	4
transport manager	2
travel agent	7
typist	5
undertaker	7
VDU operator	5
veterinary assistant	7
waiters	10
welder	6
window dresser	8

Block: Child Maintenance
Question: **CM27a** (code to XCM27 [Multicoded])
Question text: What do you use the maintenance for?

- 1 Paying for childcare
- 2 Put it into savings (own or child's)
- 3 Paying off debts
- 4 Paying towards bills
- 5 Paying towards travel costs
- 6 Paying towards housing
- 7 Buying food/meals for your children
- 8 Buying clothes/shoes for your children
- 9 Paying for trips/holidays
- 10 [Other - Code not available in edit]
- 11 Other specific answer, not codeable to 1-9
- 97 Other vague answer, not codeable to 1-11

Block: Housing
Question: **Hous2b** (backcoded toXHous2a)
Question text: What kind of accommodation does the family occupy?

- 1 Private residence (includes all rental accommodation, local authority residences, housing association accommodation)
*Include :Housing Association
Privately Rented Flat
'Parents property
Property with business attached
Caravan*
- 2 Hotel/bed & breakfast
- 3 [Other - Code not available in edit]
- 4 Other specific answer, not codeable to 1-2
- 97 Other vague answer, not codeable to 1-4

Block: Housing
Question: **Hous11b** (backcoded to XHous11a)
Question text: What kind of accommodation do you occupy here?

- 1 Detached house/bungalow
- 2 Semi-detached house/bungalow
- 3 Terrace house (not including End terrace house)
- 4 End terrace house
- 5 Purpose built flat/maisonette
- 6 Self contained flat/maisonette in converted building
- 7 Room(s) not self contained
- 8 Caravan/mobile home/houseboat
- 9 [Other - Code not available in edit]
- 10 Other specific answer, not codeable to 1-8
- 97 Other vague answer, not codeable to 1-10

Block: Housing
Question: **Hous19b** (coded to XHous19a [Multicoded])
Question text: Are there any repairs that need to be done to your home such as the problems listed on this card?

- 1 Rising damp in floor & walls
- 2 Water getting in from roof, gutters or windows
Include: Water getting in through cracks in wall, under doors etc
- 3 Bad condensation problems
- 4 Problems with mould growth
- 5 Electrical wiring
- 6 Plumbing
- 7 General rot and decay
Use as this code as general catch all for any specific house problems eg:
'Plaster falling-off landing wall'
'Front door warping'
'Front gate needs repair'
'Replacing ceiling'
'Replastering'
- 8 Problems with insects
- 9 Problems with mice or rats
- 10 Problems with draughts
'draughty front door, ...'
'draughty windows and doors'
- 11 [Other - Code not available in edit]
- 12 None of these
- 13 Windows need replacing
- 14 Other specific answer, not codeable to 1-13
eg: 'fire condemned as unsafe'
- 97 Other vague answer, not codeable to 1-14

Block: Housing
Question: **HousO40** (coded to XHous40)
Question text: Is your mortgage ... READ OUT...

- 1 An ENDOWMENT mortgage, (where your mortgage payments cover interest only)
- 2 A REPAYMENT mortgage, (where your mortgage payments cover interest and part of the original loan)
- 3 A PENSION mortgage, (where your mortgage payments cover interest only)
- 4 A PEP, Unit Trust, or ISA mortgage
- 5 Both an ENDOWMENT (or any interest only) mortgage AND a REPAYMENT mortgage
- 6 [Other - Code not available in edit]
- 7 Interest only (not specified whether endowment or pension)
"it's an interest mortgage"
- 8 Capital and interest (not specified which types)
- 9 Other combinations of mortgage not covered by code 5
e.g. ISA and REPAYMENT, PEP and REPAYMENT,
- 10 Other specific answer, not codeable 1-9
- 97 Other vague answer, not codeable 1-10

Block: Education
Question: **Ed14b** (backcoded to XEd14r)
Question text: Which qualifications, if any, were you aiming towards on that course?

- 1 GCSE or SCE
- 2 GCE 'A'-level or AS level or SCE Higher or Scottish National Qualifications (Higher level)
- 3 Level 1 NVQ or SVQ, Foundation GNVQ or GSVQ
- 4 Level 2 NVQ or SVQ, Intermediate GNVQ or GSVQ
- 5 Level 3 NVQ or SVQ, Advanced GNVQ or GSVQ
- 6 Level 4 NVQ or SVQ
- 7 Level 5 NVQ or SVQ
- 8 NVQ, SVQ or GNVQ - not sure what level
- 9 City & Guilds Part 1, RSA Certificate
Include: RSA 1 /Word processing'
- 10 BTEC First or General Certificate, BEC or TEC General Certificate, City & Guilds Part 2, Craft or Intermediate, RSA Advanced Diploma or Certificate
- 11 BTEC National Certificate or Diploma, City&Guilds Part 3, Final or Advanced Craft, ONC or OND
- 12 BEC Higher, TEC Higher, BTEC Higher, City & Guilds Part 4, HNC or HND
- 13 First degree, e.g. BSc, BA, BEd, MA at first degree level
- 14 Higher degree, e.g. MSc, MA, MBA, PGCE, PhD
- 15 [Other - Code not available in edit]
- 16 City and Guilds / RSA - not sure what level
"Inspection and testing electrical city and guilds"
"SCOTVEC Social Care in the Community"
- 17 Other specific answer, not codeable to 1-16
- 97 Other vague answer, not codeable to 1-17

Please use the list of equivalent qualifications given on Page 33 as a guide to code into the Ed14b code frame.

Block: Education
Question: **Ed3b** (backcoded to XEd3a)
Question text: (Now, thinking about all the qualifications you may have ...) From this list, please tell me the highest qualification which you have obtained.

- 1 GCSE grade D-G, CSE grade 2-5, SCE O Grades D-E, SCE Standard Grades 4-7, Scottish National Qualifications (Access level), SCOTVEC National Certificate Modules
- 2 GCSE grade A-C, GCE 'O'-level passes, CSE grade 1, SCE O Grades A-C, SCE Standard Grades 1-3, Scottish National Qualifications (Intermediate level), School Certificate / Matriculation
- 3 GCE 'A'-level, AS Level, SCE Higher Grades A-C, Scottish National Qualifications (Higher level)
- 4 First degree, eg BSc, BA, BEd, MA at first degree level
- 5 Higher degree, eg MSc, MA, MBA, PGCE, PhD
- 6 [Other - Code not available in edit]
- 7 None of these
- 8 Has qualification, level unknown
- 9 Overseas qualification
- 10 Other specific answer, not codeable 1-9
- 97 Other vague answer, not codeable 1-10

Please note, if a vocational qualification is coded at Ed3b, please use the list of equivalent qualifications given on Page 33 to code into the Ed3b code frame. If no equivalent is found code Ed3b as 8 'Has qualification, level unknown'.

Block: Education
Question: **Ed2a** (coded to XEd2 [Multicoded])
Question text: Do you have any of the (vocational) qualifications listed on this card?

- 1 Level 1 NVQ/SVQ, Foundation GNVQ or GSVQ
- 2 Level 2 NVQ/SVQ, Intermediate GNVQ or GSVQ
- 3 Level 3 NVQ/SVQ, Advanced GNVQ or GSVQ
- 4 Level 4 NVQ/SVQ
"certificate of education teachers qual." = **NVQ level 4**
"RGN nursing" = **NVQ level 4**
- 5 Level 5 NVQ/SVQ
- 6 NVQ, SVQ or GNVQ - not sure what level
- 7 City & Guilds Part 1, RSA Certificate
- 8 BTEC First/General Certificate, BEC or TEC General, City & Guilds Part 2, Craft or Intermediate, RSA Advanced Diploma or Certificate
- 9 BTEC National Certificate or Diploma, City&Guilds Part 3, Final or Advanced Craft, ONC or OND
- 10 BEC Higher, TEC Higher, BTEC Higher, City & Guilds Part 4, HNC or HND
- 11 [Other - Code not available in edit]
- 12 No, none of these
- 13 City and Guilds / RSA - not sure what level
- 14 Other specific answer, not codeable to 1-13
"HGV driving licence / PSV licence"
- 97 Other vague answer, not codeable to 1-14

Please use the list of equivalent qualifications given on Page 33 to code into the Ed2b code frame.

Qualifications and their academic / vocational equivalents:

You may find that the following tables helps when classifying qualifications.

Vocational		Academic
Ed2a		Ed3b
NVQ Level 5 (Code 5)	Higher degrees	Higher Degree (Code 5)
NVQ Level 4 (Code 4)	First degree Other degree Diploma in Higher Education HNC, HND, higher BTEC Teaching - further education Teaching - secondary education Teaching - primary education Teaching - level not stated Nursing or other medical qualification Other higher qualification below degree level RSA/OCR - higher diploma	First Degree (Code 4)
NVQ Level 3 (Code 3)	GNVQ - advanced level A level or equivalent RSA/OCR- advanced diploma BTEC National/ONC/OND SCOTVEC National Certificate. City and Guilds - Advanced Craft Scot. Certificate of 6 th year studies SCE higher or equivalent (3+) AS level or equivalent Trade Apprenticeships CLAIT Advanced Certificate (level 3) CACHE / NNEB diploma	A-level (Code 3)
NVQ Level 2 (Code 2)	GNVQ - intermediate RSA/OCR - diploma City and Guilds - Craft or Part II BTEC, SCOTVEC etc. first or general diploma O Level, GCSEs A-C and equivalents (5+) A Level (1 only) AS level (2 or 3) SCE higher or equivalent (1 or 2) ECDL (European Computer Driving Licence) CLAIT Plus (level 2) CACHE / NNEB certificate	GCSE A-C (Code 2)
NVQ Level 1 (Code 1)	GCSE below grade C, CSE below grade 1 BTEC, SCOTVEC etc. first or general certificate GNVQ, GSVQ foundation level YT/YTP certificate RSA, other City and Guilds - Part I O Level, GCSE etc. (less than 5) AS Level (1 only) CLAIT (level 1)	GCSE below C (Code 1)

Block	Work
Question:	Wrk1b (coded to XWrk1a)
Question text:	May I just check, what are you currently doing?
	1 Working 16 or more hours
	2 Working fewer than 16 hours
	3 Unemployed and seeking work
	4 On a training scheme
	5 Full time education/at school
	6 Sick/ disabled (up to 6 months)
	7 Sick/ disabled (6 months or longer)
	8 Looking after the home or family <i>'Part-time college and looking after the family home'</i>
	9 Caring for a sick, elderly or disabled person
	10 Retired
	11 [Other - Code not available in edit]
	12 Other specific answer, not codeable to 1-10
	97 Other vague answer, not codeable to 1-12

Look at code for other response and see if can be coded back. If said they were on statutory maternity leave, look at response to Wrk27 (How many hours a week do they work) and see whether this is 16 hours a more per week or not. If it is 16+ hours, code Wrk1a as 1. If working less than 16 hours, code Wrk1a as 2.

Block	Work
Question:	Wrk9a
Question text:	What does the firm/organisation you work for mainly make or do at the place where you work(ed)?
	Code to 1992 Standard Industrial Classification

Block	Work
Question:	Wrk9b, Wrk9c, Wrk9d, Wrk10a
Question text:	What was your (main) job? What did you mainly do in your job? What training or qualifications were needed for that job? Please describe the type of responsibility you had for supervising the work of other employees.

Code to 2000 Standard Occupational Classification

Block Work
Question: **Travwrx** (backcoded to XTravWr)
Question text: How do you usually travel to work?

INTERVIEWER NOTE: CODE ONE ONLY, FOR THE LONGEST PART, BY DISTANCE, OF USUAL JOURNEY TO WORK.

If different methods used on different days of the week, code method used on the majority of days in the week

- 1 Underground, metro, light rail, tram
- 2 Train
- 3 Public bus, minibus or coach
- 4 Motorcycle, scooter or moped
- 5 Car or van
- 6 Taxi/minicab
- 7 Bicycle
- 8 On foot
- 9 Usually works from home
- 10 [Other - Code not available in edit]
- 11 Other specific answer, not codeable to 1-9
- 97 Other vague answer, not codeable to 1-11

Block Work
Question: **Wrk77** (backcoded to XWrk76)
Question text: What was the *main* reason why you left your last job?

- 1 It was a fixed term or temporary job
- 2 You were made redundant
*Include: business failure
business closed down*
- 3 You were dismissed
- 4 You were pregnant
- 5 For health reasons (respondent's)
- 6 You decided to leave yourself
*'career break'
'different career direction'
'I fell out with the manageress so I left the job'*
- 7 College/ full-time study
- 8 Wanted to look after family
*'child was ill'
'daughter had severe problems at school daughter needed her'
'because partner became unwell after accident'
'child started walking'*
- 9 Childcare broke down
- 10 Breakdown of marriage/relationship
- 11 Problems with transport
- 12 Too difficult to combine work with childcare"
- 13 [Other - Code not available in edit]
- 14 Financial reasons (these could be coded as 6, "you decided to leave yourself")
*"better off on IS"
"it wasn't paying, I lost rent rebate"*
- 15 Retired
- 16 Other specific answer, not codeable 1-15
- 97 Other vague answer, not codeable 1-16

Block
Question:
Question text:

Work
PrbOTyp (coded to XPrbTyp [Multicoded])
What sort of problems with transport were these?

- 1 Too far
- 2 Car not available
- 3 Don't have a current driving licence/can't drive
- 4 Cost of petrol
- 5 Lack of parking facilities
- 6 Cost of parking
- 7 Traffic congestion/roadworks
- 8 Inadequate public transport
- 9 Cost of using public transport
- 10 Personal physical difficulties/disability
- 11 Personal safety concerns
- 12 Congestion charges
- 13 [Other - Code not available in edit]
- 14 Other specific answer, not codeable to 1-13
- 97 Other vague answer, not codeable to 1-14

Block	Work
Question:	Wrk79 (coded to XWrk79 [Multicoded])
Question text:	What kind of extra paid work did you do?
	1 Cleaning (includes domestic work)
	2 Social care <i>Include: care for adults, care worker, youth worker</i>
	3 Childcare <i>Include: baby sitting, childminder, nursery nurse</i>
	4 Secretarial work (+admin, include accountants, bookkeeping, receptionists etc)
	5 Catering (include; waitressing, barstaff and dinner lady)
	6 Fostering
	7 Hairdressing/beauty therapy
	8 Catalogue agent / courier
	9 Shop assistant/retail assistant/sales assistant
	10 Teaching/tutoring <i>Include: classroom assistant supply teaching</i>
	11 'Other specific answer, not codeable to 1-10'
	97 'Other vague answer, not codeable to 1-11'

Block Childcare Arrangements
Question: **Ir2o** (coded to XIr2)
Question text: What were your reasons for choosing this childcare?

- 1 Quality of provision
- 2 Location
- 3 Availability
- 4 Cost
- 5 [Other - Code not available in edit]
- 6 Other specific answer, not codeable 1-4
- 97 Other vague answer, not codeable 1-6

Block Childcare Arrangements
Question: **Ir22o** (coded to Xirr22)
Question text: What were your reasons for choosing this childcare?

- 1 Quality of provision
- 2 Location
- 3 Availability
- 4 Cost
- 5 [Other - Code not available in edit]
- 6 Other specific answer, not codeable 1-4
- 97 Other vague answer, not codeable 1-6

Block Childcare Arrangements
Question: **OthSourc** (coded to XSource [Multicoded])
Question text: In the last 12 months, that is since (date), from which, if any, of these people or places have you obtained information about childcare in your local area?

- 1 Word of mouth (e.g. friends or relatives)
- 2 Children's information services
- 3 ChildcareLink (the national helpline and web site)
- 4 National organisation(s) (e.g. Kids' Club Network, Citizen's Advice Bureau)
- 5 Employment Service or Jobcentre adviser
- 6 Your employer
- 7 Local advertising (e.g. in shop windows, local newspaper)
- 8 Yellow Pages
- 9 Doctor's surgery
- 10 Health visitor
- 11 Local community centre
- 12 Local library
- 13 Internet
- 14 [Other - Code not available in edit]
- 15 [Other - Code not available in edit]
- 16 None of these
- 17 Child's school
- 18 Parent & toddler group / playgroup /Nursery
- 19 Other professional (e.g. social worker, family support worker)
- 20 Leaflets, flyers through the letterbox
- 21 Sure Start
Include: Sure Start meetings

- 22 Other specific answer, not codeable 1-21
- 97 Other vague answer, not codeable 1-22

Block Job search
Question: **Jsc13b** (coded to XJsc13a)
Question text: Thinking about the most recent job you applied for or considered applying for, how much pay was that job offering? Please enter period first.

- 1 Per hour
- 2 Per week
- 3 Per month
- 4 Per year
- 5 [Other - Code not available in edit]
- 6 Other specific answer, not codeable to 1-4
- 97 Other vague answer, not codeable to 1-6

Block	Job search
Question:	Jsc31b (coded to XJsc31b [Multicoded])
Question text:	Is there anything in particular which is stopping you looking for a job of 16 or more hours a week at the moment?
	1 No, nothing: already looking
	2 Cannot afford child care
	3 No child care available
	4 Own illness/disability
	5 Child's illness/disability
	6 Other household member's illness/disability <i>Include: caring for family member not in the household</i>
	7 No work available
	8 Don't have the skills/qualifications <i>"I want to go on a study course for a degree before I take a job"</i>
	9 Studying/on a training course
	10 Better off not working
	11 Don't want to spend more time apart from my children <i>"Commitment to caring for daughter including travel to school"</i>
	12 Would not be able to pay rent or mortgage
	13 Problems with transport
	14 Don't need to
	15 No reason
	16 [Other - Code not available in edit]
	17 Pregnant
	18 Retired or approaching retirement
	19 Other specific answer, not codeable to 1-18 <i>happy doing what I am doing resp lives in an area that has poor public transport and little or no job opportunities.</i>

97 Other vague answer, not codeable to 1-19

Block	Job search
Question:	JscO31c (coded to XJsc31c [Multicoded])
Question text:	What sort of problems with transport are these?
	1 Too far
	2 Car not available
	3 Don't have a current driving licence/can't drive
	4 Cost of petrol
	5 Lack of parking facilities
	6 Cost of parking
	7 Traffic congestion/roadworks
	8 Inadequate public transport
	9 Cost of using public transport
	10 Personal physical difficulties/disability
	11 Personal safety concerns
	12 Congestion charges
	13 [Other - Code not available in edit]
	14 Other specific answer, not codeable to 1-13
	97 Other vague answer, not codeable to 1-14

Block	Job search
Question:	Jsc40b (coded to XJsc40b [Multicoded])
Question text:	Is there anything in particular which is stopping you looking for a job of 16 hours or more at the moment?
	1 No, nothing: already looking
	2 Cannot afford child care
	3 No child care available
	4 Own illness/disability <i>Include: problems with drugs or alcohol</i>
	5 Child's illness/disability
	6 Other household member's illness/disability <i>Include: caring for family member not in the household</i>
	7 No work available
	8 Don't have the skills/qualifications <i>Cannot read, and has very limited intelligence</i>
	9 Studying/on a training course
	10 Better off not working <i>Include: better off on benefit</i>
	11 Don't want to spend more time apart from my children <i>Include: looking after children want to be at home when children get back from school</i>
	12 Would not be able to pay rent or mortgage
	13 Problems with transport <i>"too isolated where we live to get to work"</i>
	14 Don't need to look for a job <i>Include: Waiting to take up new job Has job lined up</i>
	15 No reason / none of these
	16 [Other - Code not available in edit]
	17 Pregnant
	18 Retired or approaching retirement

- 19 Other specific answer, not codeable to 1-18
Include: Does not speak English
- 97 Other vague answer, not codeable to 1-19

Block	Job search
Question:	JscO40c (backcoded to XJsc40c)
Question text:	What sort of problems with transport are these?
	1 Too far
	2 Car not available
	3 Don't have a current driving licence/can't drive
	4 Cost of petrol
	5 Lack of parking facilities
	6 Cost of parking
	7 Traffic congestion/roadworks
	8 Inadequate public transport
	9 Cost of using public transport
	10 Personal physical difficulties/disability
	11 Personal safety concerns
	12 Congestion charges
	13 [Other - Code not available in edit]
	14 Other specific answer, not codeable to 1-13
	97 Other vague answer, not codeable to 1-14

Block	Job search
Question:	Jsc50b (backcoded to XJsc50a)
Question text:	How much money would you need to be offered in a new job before you felt it worth taking?
	1 per hour
	2 per week
	3 per month
	4 per year
	5 [Other - Code not available in edit]
	6 Other specific answer, not codeable to 1-4
	97 Other vague answer, not codeable to 1-6

Block Job search
Question: **Jsc53b** (backcoded to XJsc53a)
Question text: How much do you think you would have to end up accepting?

- 1 Per hour
- 2 Per week
- 3 Per month
- 4 Per year
- 5 [Other - Code not available in edit]
- 6 Other specific answer, not codeable to 1-4
- 97 Other vague answer, not codeable to 1-6

Block	Job search
Question:	JscO70 (backcoded to XJsc70 [multicoded])
Question text:	If you were to take up working (more than 16 hours) (again) what would be your usual arrangements for looking after the children? Children would be cared for by..."
	1 Partner
	2 Ex-partner
	3 Parents/in law
	4 Older brother or sister
	5 Other relatives/friends
	6 Day nursery
	7 Creche
	8 Nursery school
	9 Playgroup or pre-school
	10 Registered childminder
	11 Unregistered childminder
	12 Nanny/au pair/home childcarer
	13 After school club/breakfast club
	14 Holiday play scheme
	15 I would only work during school hours
	16 I would take them to work
	17 Old enough to look after themselves
	18 I would work from home
	19 [Other arrangements - not available in edit]
	20 None of these
	21 Other specific answer, not codeable to 1-20
	97 Other vague answer, not codeable to 1-21

Block

Question:

Question text:

Benefits

Ben1b (coded to XBen1a [Multicoded])

And which, if any, of these benefits other than child benefit, housing benefit or rent rebate are you or your partner receiving at the moment?

- 1 Income Support
- 2 Child Benefit
- 3 Maternity Allowance
- 4 Statutory Maternity Pay
- 5 Widows Benefit, Bereavement Allowance or Widowed Parents (formerly Widowed Mother's) Allowance
- 6 Job Seeker's Allowance (was Unemployment Benefit)
- 7 New Deal Allowance
- 8 State Retirement Pension
- 9 [Other - Code not available in edit]
- 10 None of these
Any of the health benefits listed at Ben1 (e.g. Incapacity benefit, Disability Living Allowance)
Child Benefit
Housing Benefit
- 11 Pension Credit
- 12 Other specific answer, not codeable to 1-11
student grant
- 97 Other vague answer, not codeable to 1-12

If one of the health benefits is listed in other (i.e. a response from Ben1) check to see that it is coded correctly at Ben1.

Please note that one parent benefit was replaced by a new lone parent rate of Child Benefit, therefore, this answer should be returned to a "11. None of these".

Block

Question:

Question text:

Benefits

TakUp2 (backcoded to XtakUp2)

What are the reasons you did not apply for any of the Tax Credits?

- 1 Don't know about them/haven't heard of them
- 2 Not entitled
*Include: Income too high/earn too much
Children too old
Not working
Assumed not entitled*
- 3 Don't know how to claim
- 4 Not got round to applying
Include: have received forms but not claimed yet
- 5 No particular reason
Include: don't know
- 6 Other specific answer, not codeable to 1- 5
- 97 Other vague answer, not codeable to 1- 6

Block

Question:

Question text:

Benefits

CBTakUpo (backcoded to XCBTakUp)

Why are you (or your partner) not receiving Child Benefit at the moment?

- 1 Have not had time to claim it yet
- 2 Wasn't aware of Child Benefit
- 3 Aware but chose not to claim it
- 4 Claim is being processed
- 5 Payment is suspended or interrupted for some reason
- 6 Not eligible
*Include: Children too old
children in full-time work
children away at university
children no longer in household*
- 7 [Other - Code not available in edit]
- 8 Paid to other parent
- 9 Other specific answer, not codeable to 1-8
- 97 Other vague answer, not codeable to 1-9

Block

NTC

Question:

NTC1b (backcoded to XNTC1a)

Question text:

Do you know the name of any of these payments?

- 1 Family Credit
- 2 Income Support
- 3 Family Allowance(s)
- 4 WFTC - Working Families' Tax Credit
- 5 WTC - Working Tax Credit
- 6 CTC - Child Tax Credit
- 7 NTC - New Tax Credit
- 8 Child Benefit
- 9 Children's Tax Credit
- 10 Job seekers allowance
- 11 Don't Know
- 12 [Other - Code not available in edit]
- 13 Other Tax Credits
Includes correctly named tax credits not included in earlier codes e.g. DPTC (Disabled Person Tax Credit) / pension credit

Also includes incorrectly named tax credits which cannot be coded into the earlier codes e.g. "family tax credit"
- 14 New Deal
- 15 Other specific answer, not codeable to 1-14
- 97 Other vague answer, not codeable to 1-15

Block NTC
Question: **FC13b** (coded to XFC13a [Multicoded])
Question text: Thinking back, from where did you first find out about the New Tax Credits?

- 1 Received application pack
- 2 TV adverts
- 3 Radio adverts
- 4 Newspaper/magazine
- 5 Other advert
- 6 Bounty pack
"hospital leaving bounty pack after birth of child"
"starter pack had a leaflet - when baby was born"
- 7 Just started claiming Child Benefit
- 8 Notice in Child Benefit book
- 9 Department of Work and Pensions (formerly DSS)
office/official
- 10 Letter from DWP
- 11 Tax Credit Office or Inland Revenue Official
- 12 Letter from IR
- 13 Leaflet in Post Office
- 14 Other leaflets
- 15 Citizen's Advice Bureau
- 16 Welfare Rights Worker
- 17 Job Centre/Job Centre Plus/ New Deal advisor
- 18 Employer/Workmates
- 19 Relatives/Friends/ neighbours
- 20 Internet
- 21 At last interview
- 22 [Other - Code not available in edit]

- 23 Accountant / solicitor / financial adviser
- 24 Hospital /surgery / clinic / GP/health visitor
- 25 Other specific answer, not codeable to 1-24
- 97 Other vague answer, not codeable to 1-25

Block NTC
Question: **App2do** (backcoded to XApp2d)
Question text: From who did you get any advice about the Tax Credits?

- 1 Friends or relatives
- 2 Inland Revenue or Tax Credit Office helpline
- 3 Local tax office
- 4 Job centre/Jobcentre Plus
- 5 A voluntary/community or charitable organisation
Include: Citizen's Advice Bureau
- 6 [Other - Code not available in edit]
- 7 Accountant / solicitor / financial adviser
- 8 Other specific answer, not codeable to 1-7
Include: Health visitor/single parent advisor
- 97 Other vague answer, not codeable to 1-8

Block NTC
Question: **App5o** (backcoded to XApp5)
Question text: Who helped you fill in the application form?

- 1 Friends or relatives
- 2 Inland Revenue or Tax Credit Office helpline
- 3 Local tax office
- 4 Job centre/Jobcentre Plus
- 5 A voluntary/community or charitable organisation
Include: Citizen's Advice Bureau
- 6 [Other - Code not available in edit]
- 7 Accountant / solicitor / financial adviser
- 8 Other specific answer, not codeable to 1-7
Include: Health visitor/single parent advisor
- 97 Other vague answer, not codeable to 1-8

Block

NTC

Question:

App6 (Coded to XApp6)

Question text:

What are the reasons you did not contact the Inland Revenue, Local Tax Office or Job Centre sources, for help with the application form?

- 1 Used an accountant / solicitor / financial adviser
- 2 Used a voluntary/community or charitable organisation
Include: Community Centre
- 3 Used Citizen's Advice Bureau
- 4 Other specific answer, not codeable to 1-3
- 97 Other vague answer, not codeable to 1-4

Block	NTC
Question:	Renw3 (Coded to XRenw3)
Question text:	What did you notify the Inland Revenue about in your annual declaration form?
1	That there was no change in circumstances and/or income
2	Moved in with step-family
3	Birth of child
4	Change in childcare (e.g. cost, provider)
5	Started/stopped using childcare
6	Started earning more money
7	Hours increased <i>Include: Took a second job</i>
8	Stopped working
9	Moved job
10	Moved into work (from out of work)
11	Earning less money
12	Hours were reduced
13	Just separated/divorced/split up
14	My partner started earning more money
15	My partner's hours increased
16	My partner had stopped working
17	My partner just moved job
18	My partner just moved into work (from out of work)
19	My partner was earning less money
20	My partner's hours were reduced
21	[Other - Code not available in edit]
22	Personal details (e.g. name/address/bank details)
23	Child's circumstances (e.g. age/education/employment)

- Include: Child left home
Child went to university
death of a child*
- 24 Start of cohabitation / marriage
*Include: husband or previous partner moved back in
remarried*
- 25 Pregnancy
- 26 Maternity leave had ended
- 27 Correction of mistake in award/on award notice
*Include: To correct information about the number of hours
worked
Number of children in the house
Partnership status*
- 28 Other specific answer, not codeable to 1-27
- 97 Other vague answer, not codeable to 1-28

Block	NTC
Question:	NotO (Coded into Xnot2 [Multicoded])
Question text:	What changes did you or your partner notify the Inland Revenue about that have occurred since April 2004 and may have affected your Working Tax credit and/or Child Tax Credit award?
	1 Moved in with step-family
	2 Birth of child
	3 Change in childcare (e.g. cost, provider)
	4 Started/stopped using childcare
	5 I started earning more money <i>Include: Took a second job</i>
	6 My hours increased
	7 I had stopped working
	8 I had moved job
	9 I had moved into work (from out of work)
	10 I was earning less money
	11 My hours were reduced
	12 Just separated/divorced/split up
	13 My partner started earning more money
	14 My partner's hours increased
	15 My partner had stopped working
	16 My partner just moved job
	17 My partner just moved into work (from out of work)
	18 My partner was earning less money
	19 My partner's hours were reduced
	20 [Other - Code not available in edit]
	21 Personal details (e.g. name/address/bank details)
	22 Child's circumstances (e.g. age/education/employment) <i>Include: Child left home Child went to university</i>

death of a child

- 23 Start of cohabitation / marriage
*Include: husband or previous partner moved back in
remarried*
- 24 Pregnancy
- 25 Maternity leave had ended
- 26 Correction of mistake in award/on award notice
*Include: To correct information about the number of hours
worked
Number of children in the house
Partnership status*
- 27 Other specific answer, not codeable to 1-26
- 97 Other vague answer, not codeable to 1-27

Block NTC
Question: **FC26b** (coded to XFC26a [Multicoded])
Question text: What were these benefits, that you did not expect to lose or be reduced?

- 1 Housing Benefit/Rent Rebate
- 2 Council Tax rebate
- 3 Mortgage interest help
- 4 Free legal fees
- 5 Free school meals
- 6 School uniform/clothing grant
- 7 Baby milk/milk tokens
- 8 Childcare costs
- 9 Prescription costs
- 10 Dental treatment costs
- 11 Eye test and spectacles
- 12 Crisis/Social fund loan
- 13 [Other - Code not available in edit]
- 14 Income Support
- 15 Tax Credits: WTC/CTC
*Include: Working Tax Credit
Child Tax Credit*
- 16 'Old' Tax Credits: WFTC / DPTC / Children's Tax Credit
*Include: Working Families Tax Credit
Disabled Person's Tax Credit*
- 17 Other specific answer, not codeable to 1-16
- 97 Other vague answer, not codeable to 1-17

Block

NTC

Question:

Pass1O (coded to XPass1 [Multicoded])

Question text:

As far as you know, which, if any, of the following are also available to some families if they are claiming the Tax Credits? You can select as many or as few as you like.

- 1 Baby milk at reduced prices
- 2 Free NHS dental treatment
- 3 Help toward loft insulation
- 4 Free school meals
- 5 Help with childcare costs
- 6 Help with legal fees
- 7 Help with eye tests or spectacles
- 8 Help with fares to hospital
- 9 Help with prescription charges
- 10 Help with home improvements (painting and decorating)
- 11 [Other - Code not available in edit]
- 12 None of these
- 13 Other specific answer, not codeable 1-12
- 97 Other specific answer, not codeable 1-13

Block NTC
Question: **NTC390** (backcoded to XNTC39 [Multicoded])
Question text: If your family circumstances or income changed, how would you find out if these changes would affect your entitlement to New Tax Credits? How else?

- 1 Ring the Inland Revenue/the Helpline
*Include: Write to Inland Revenue / IR
Contact tax credit office*
- 2 Ring the local council
- 3 Use the Internet
- 4 Ask friends and family
- 5 Citizens Advice Bureau
- 6 Visit a financial Adviser
- 7 Visit the local Jobcentre
Include any reference to Jobcentre / Department for Work and Pensions e.g. DWP/DSS/Benefits Agency
- 8 Visit the local tax office
- 9 [Other - Code not available in edit]
- 10 Post Office
- 11 Look at documents: Award notice /letters/leaflet
*"Check paperwork sent to me"
"look on my previous letter"*
- 12 Other specific answer, not codeable to 1-11
- 97 Other vague answer, not codeable to 1-12

NB The original codes are specific about how the respondent makes contact - e.g. 'ring' or 'visit'. For back-coding, these codes include any type of contact with the relevant agency/office.


Block NTC
 Question: **FC48b** (coded to XFC48a [Multicoded])
 Question text: Apart from earnings, what other things do you think the Inland Revenue take into account in working out whether or not you can get New Tax Credits, or how much you can get?

- 1 Number of children
- 2 Age of children
- 3 Whether or not has a partner
Include: marital status
- 4 Other income
*Include: Income from savings/shares
Rent from lodger*
- 5 Amount of Savings
- 6 Rent/Mortgage payments
- 7 Fares to work
- 8 Food/fuel costs
- 9 Amount of maintenance
- 10 Hours worked
- 11 Use of childcare
- 12 Don't know
- 13 [Other - Code not available in edit]
- 14 Other out-goings
Include: household expenditure
- 15 Child Benefit
- 16 Other Social Security benefits
- 17 Issues relating to Health/Caring responsibility / dependants / disabilities
Include: caring for others
- 18 Property/local area
*Where you live / the area you live in
Whether you own your house or not / type of house*
- 19 Other specific answer, not codeable 1-18
- 97 Other vague answer, not codeable 1-19

Block Income support
Question: **IS6d** (coded to XIS6d [Multicoded])
Question text: In what way has the lone parents' benefit run-on made you think differently about moving into paid work?

- 1 Transition into work will be financially less difficult
"It will help pay for the clothes I need for work"
"Will not be short of money in the first week of working"
- 2 Generally, will be financially better off from working
- 3 Thinking about work SOONER than otherwise would
- 4 Other specific answer, not codeable to 1-3
- 97 Other vague answer, not codeable to 1-4

Block Income support
Question: **IS9** (coded to XIS9 [Multicoded])
Question text: for what reason has the respondent applied to the Department for Work and Pensions for a Social Fund Community Care Grant?

- 1 Bed
- 2 Other furniture
- 3 Cooker
- 4 Fridge
- 5 Washing machine
- 6 Other appliance
- 7 [Other - Code not available in edit]
- 8 Clothing
Not including School uniform
- 9 Removal costs
- 10 Carpets/ Home decoration
Include: Home improvements
- 11 Applied for ineligible item
*Include: Children's schoolwear
School Uniform grant*
-  Other specific answer, not codeable to 1-11
Include Aids for my disability
- 97 Other vague answer, not codeable to 1-13

Block Other income
 Question: **Oin4a** (coded to XOin4 [Multicoded])
 Question text: And where does this money come from?

- 1 Board and lodgings from son/ daughter
- 2 Board and lodgings from other
*Include: rent on my own property
 rent from holiday lets*
- 3 Private / occupational pension
Include: from partner's pension
- 4 Income from benefit payments
- 5 Income from maintenance payments
- 6 [Other - Code not available in edit]
- 7 Bursary/ grant for study
Include: Student loan
- 8 Occasional job
(Only use this code if the person is not currently in work)
- 9 Other specific answer, not codeable to 1-8
*Include: trust fund
 adoption / fostering allowance*
- 97 Other vague answer, not codeable to 1-9

If only response is 'partner's income' editor should recode Oin1 as No as we are not including partner's income as other income.

If child benefit or other benefits are the only response here, recode Oin1 as No as we are not including child benefit as other income. Record benefits other than child benefit at Ben1/ Ben1a/ Ben1b.

Block

Question:

Question text:

Savings

Sav5a (backcoded to XSav5)

Which of the ways listed on this card comes closest to the way you organise your family finances?

- 1 I look after all the household's money (except some personal spending money for my partner, if any)
Include: "Everything goes into my account and I pay my partner's bills etc out of that account"
- 2 My partner looks after all the household's money (except my personal spending money, if any)
- 3 I am given a housekeeping allowance. My partner looks after the rest of the money
- 4 We share and manage our finances jointly
Include: "He pays some bills, I pay the others"
Have joint and own separate accounts
- 5 We keep our finances completely separate
- 6 [Other - Code not available in edit]
- 7 Other specific answer, not codeable to 1-5
- 97 Other vague answer, not codeable to 1-7

Block

Savings

Question:

Sav7 (coded to XSav7 [Multicoded])

Question text:

What changes to your family's finances have you made?

1. Budget over a different period (e.g. weekly instead of monthly)
2. Partner now gives me more
3. I now give my partner more
4. We now share the finances
- 5 Other specific answer, not codeable to 1-4
- 97 Other vague answer, not codeable to 1-5

If change is not directly related to NTC, recode Sav6 to no

e.g. "now we have mortgage we have to cut back"

e.g. "change of jobs"

If change is not in the way they organise their finances recode Sav6 to no.

e.g. "We can buy extra clothes for the kids, and plan to replace washing machine"

Block

Question:

Question text:

Hardship

Exp11o (coded to XExp11 [Multicoded])

Sometimes families are not able to pay every bill when it falls due. May I ask, are you up to date with the bills on this card, or are you behind with any of them?

- 1 behind with the electricity bill
- 2 behind with the gas bill
- 3 behind with other fuel bills like coal or oil
- 4 behind with Council Tax
- 5 behind with insurance policies
- 6 behind with telephone bill
- 7 behind with television/video rental or HP
- 8 behind with other HP payments
- 9 behind with water rates
- 10 [Other - Code not available in edit]
- 11 Not behind with any of these
- 12 Rent/Mortgage
Include: housing arrears
- 13 Catalogue payments
- 14 Other specific answer, not codeable to 1-13
- 97 Other vague answer, not codeable to 1-14

Block

Question:

Question text:

Hardship

Exp160 (coded to XExp16 [Multicoded])

Over the past 12 months, have you used any of these ways to borrow money?

- 1 a bank overdraft
- 2 a fixed term loan from the Bank or Building Society (NOT MORTGAGE)
- 3 a loan from a finance company
- 4 a loan from a money lender or 'tally man'
- 5 a loan from a friend or relative
- 6 a loan, or advance on wages, from your employer
- 7 a Social Fund loan
- 8 [Other - Code not available in edit]
- 9 None of these
- 10 Re-mortgage house/equity release/increase mortgage
"remortgage for extra funds"
"took out mortgage top up to build extension"
"advance from mortgage to renovate kitchen"
- 11 Student loan
- 12 Other specific answer, not codeable to 1-11
- 97 Other vague answer, not codeable to 1-12

Block	Hardship
Question:	Exp26b (coded to XExp26b [Multicoded])
Question text:	"Some people bringing up children receive financial help from their families, often from their parents. Over the past 12 months, has your family ever helped you with ...READ OUT ... (buying new items - please specify)
	1 Paying towards bills
	2 Buying clothes for your children
	3 Buying clothes for you
	4 Paying for trips/holidays <i>Include: money for socialising</i>
	5 [Other - Code not available in edit]
	6 None of these
	7 Not applicable, has no family
	8 Buying electrical equipment <i>Include: Washing Machine Microwave DVD Computer</i>
	9 Buying furniture / furnishings / home-improvements <i>Include: wallpaper and decorating carpets bedding</i>
	10 Buying toys and equipment for the children <i>Include: cot/pram nappies</i>
	11 Food
	12 Car
	13 Other specific answer, not codeable to 1-12
	97 Other vague answer, not codeable to 1-13

Block: Partner proxy
Question: **PPSIC**
Question text: What does the firm or organisation (name of partner)
works/worked for mainly make or do?

Code to 1992 Standard Industrial Classification

Block

Partner proxy

Question:

Ppjobt, PPJobDE, PPTrain, PPSup

Question text:

What was (name of partner's) (main) job?

What did (name of partner) mainly do in his/her job?

What training or qualifications are/were needed for (name of person's) job?

Please describe the type of responsibility (name of partner) has for supervising the work of other employees.

Code to 2000 Standard Occupational Classification

Block: Partner proxy
Question: **Pacedqo** (backcoded to XPacedq)
Question text: From this list, please tell me the highest qualification which you have obtained.

- 1 GCSE grade D-G / CSE grade 2-5 / SCE O Grades (D-E) / SCE Standard Grades (4-7) / Scottish National Qualifications (Access level) / SCOTVEC National Certificate Modules
- 2 GCSE grade A-C / GCE 'O'-level passes / CSE grade 1 / SCE O Grades (A-C) / SCE Standard Grades (1-3) / Scottish National Qualifications (Intermediate level) / School Certificate / Matriculation
- 3 GCE 'A'-level / AS level / SCE Higher Grades (A-C) / Scottish National Qualifications (Higher level)
- 4 "First degree, eg BSc, BA, BEd, MA at first degree level
- 5 Higher degree, eg MSc, MA, MBA, PGCE, PhD
- 6 [Other - Code not available in edit]
- 7 No, none of these
- 8 Has qualification, level unknown
- 9 Other specific answer, not codeable to 1-8
- 97 Other vague answer, not codeable to 1-9

Please note, if a vocational qualification is coded at Pacedqo, please use the list of equivalent qualifications given on Page 33 to code into the Pacedqo code frame. If no equivalent is found code Pacedqo as 8 'Has qualification, level unknown'.

Block: Partner proxy
Question: **Pvocqa** (coded to XPvocqa [Multicoded])
Question text: Does [*partner's name*] have any professional, vocational or other work-related qualifications?

- 1 Level 1 NVQ/SVQ / Foundation GNVQ/GSVQ
- 2 Level 2 NVQ/SVQ / Intermediate GNVQ/GSVQ
- 3 Level 3 NVQ/SVQ / Advanced GNVQ/GSVQ
- 4 Level 4 NVQ/SVQ
- 5 Level 5 NVQ/SVQ
- 6 NVQ/SVQ or GNVQ - not sure what level
- 7 City & Guilds Part 1 / RSA Certificate
- 8 BTEC First/General Certificate / BEC/TEC General/City & Guilds Part 2/Craft/Intermediate/ RSA Advanced Diploma/Certificate
- 9 BTEC National Certificate/Diploma/ City&Guilds Part 3/Final or Advanced Craft/ ONC/OND
- 10 BEC (Higher)/TEC (Higher)/ BTEC (Higher) / City & Guilds Part 4/ HNC / HND
- 11 [Other - Code not available in edit]
- 12 No, none of these
- 13 City and Guilds / RSA - not sure what level
- 14 Other specific answer, not codeable to 1-13
HGV licence /PSV licence
- 97 Other vague answer, not codeable to 1-14

Please use the list of equivalent qualifications given on Page 33 to code into the Pvocqa code frame.

Block: Jsc8083 (Final questions)
Question: **AllDisO** (coded to XAllDis)
Question text: "Why do you say that you are dissatisfied with services for children and young people in this area?"

Provision

- 1 Not enough / any youth clubs
- 2 Not enough / any parks, green spaces
- 3 Not enough / any facilities for young people
- 4 Not enough / anything to do (e.g. activities)

Quality of Provision

- 5 Poor quality facilities (youth club, leisure centre) - e.g. dirty, vandalism
- 6 Poor quality parks, green spaces - e.g. broken glass
- 7 Facilities / activities too expensive

Safety Concerns

- 8 Crime
- 9 Drugs
- 10 Traffic / busy streets
- 11 Generally unsafe area

Transport

- 12 Not enough / any public transport
- 13 Transport too expensive

Other

- 14 Other specific answer, not codeable 1-13
- 96 Other vague answer, not codeable 1-14

B. Editing Instructions

Section	Question name	Edit check	Instruction to editor
Household grid	Persage	SIGNAL If age greater than 70, flag to editor.	Editor to look at the date of birth and the relationship of person to main respondent. Look for any obvious errors and correct.
	Relextr	SIGNAL If persage less than 16 and relextr is coded as 1 (Partner), 2 (Parent), 3 (LParent), 4 (GPARENT), 6 (Lson), 7 (SParent), 8 (FParent), 9 (OthAdult) or 10 (UnrAdult), flag to editor.	Check to see interviewer has correctly coded the relationship. Eg, person under 16 should not be a parent or partner of main respondent. Recode any obvious error otherwise flag to researcher.
	Relextr	SIGNAL If Relextr is coded as partner twice in one household.	Check to see interviewer has correctly coded the relationship.
	DHR / Relpar	SIGNAL If persage less than 16 and relpar is coded as 1 (Partner), 2 (Parent), 3 (LParent), 4 (GPARENT), 6 (Lson), 7 (SParent), 8 (FParent), 9 (OthAdult) or 10 (UnrAdult), flag to editor.	Check to see interviewer has correctly coded the relationship. Person under 16 should not be a parent or partner of the partner. Recode any obvious error otherwise flag to researcher.
Children's health, education and service use	Chea3a	CHECK Age of child must be greater than or equal to response at Chea3. Flag to editor.	Check to see if obvious error in the coding of the date of birth, look for any interviewer notes otherwise make a note of the current answer on the fact sheet, then change the CAPI answer to a number lower than the child's age, and flag to researcher.

Section	Question name	Edit check	Instruction to editor
	CM5	SIGNAL Compute derived variable for weekly maintenance payments based on CM5 and CM6 (excluding cases where CM5 = 9997). If weekly payment above £400 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds).
	CM17	SIGNAL Compute derived variable for weekly maintenance payments based on CM17 and CM18 (excluding cases where CM17 = 9997). If weekly payment above £400 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds).
	CM29	SIGNAL If CM29 greater than 100, flag to editor.	Check for any notes. This figure should not be higher than 100.
	CM31	SIGNAL If CM31 greater than 100, flag to editor.	Check for any notes. This figure should not be higher than 100.
	Chea11	SIGNAL If list of other people that respondent cares for includes any children in the household, flag to editor.	Delete any children that have been coded here. If children only coded, change chea10 from 1 to 2.
	Chea12	CHECK If number of years caring for other person is greater than the respondent's age, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise make a note of the current answer on the fact sheet, then change the CAPI answer to a number of years less than respondent's age, and flag to researcher.
	Chea13	SIGNAL If respondent is spending more than 40 hours per week caring for other person and is currently working 16 or more hours per week, flag to editor.	Look at occupation and see if occupation is care related. If care related editor to remove person listed at chea11. If this leaves none coded at chea11, re-code chea10 to no (code 2).

Section	Question name	Edit check	Instruction to editor
Housing	Hous5 /Hous6	CHECK If date at which left temporary accommodation is before the date of birth of the respondent, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth or date moved in), otherwise make a note of the current answer on the fact sheet, then change the CAPI answer to a date after the respondent's date of birth, and flag to researcher.
	Hous9	CHECK If date when started living in current accommodation is before the respondent's date of birth, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth or date moved in), otherwise make a note of the current answer on the fact sheet, then change the CAPI answer to a date after the respondent's date of birth, and flag to researcher.
	Hous17	SIGNAL If hous17 equals zero, flag to editor.	There should be at least one bedroom in the dwelling (even if bedsit). Recode values of zero to 1.
	Hous23 /Hous24	SIGNAL Compute derived variable for weekly rent payments based on Hous23 and Hous24. If weekly payment above £250 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.
	Hous25 / Hous26	SIGNAL Compute derived variable for weekly water payments based on Hous25 and Hous26. If weekly payment above £50 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.
	Hous29 /Hous30	SIGNAL Compute derived variable for weekly Housing Benefit based on Hous29 and Hous30. If weekly HB above £250 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.

Section	Question name	Edit check	Instruction to editor
	Hous32 /Hous33	SIGNAL Compute derived variable for weekly rent payments based on Hous32 and Hous33. If weekly payment above £250 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.
	Hous24e, Hous29,Hous32,Hous33	SIGNAL If total amount of rent doesn't equal the amount respondent pays, plus amount they receive in Housing Benefit/rent rebate, flag to editor.	Editor to check for any interviewer notes, and see if there have been any obvious miscodes. If no explanation, flag for researchers, suppress and proceed.
	Hous41	SIGNAL Year must be greater than or equal to date of birth of eldest person in the household. If not, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise suppress edit check.
	Hous43 / Hous44	SIGNAL Compute derived variable for weekly mortgage payments based on Hous43 and Hous44. If weekly payment above £250 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.
	Hous52 /Hous53	SIGNAL Compute derived variable for mortgage interest based on Hous52 and Hous53. If weekly payment above £250 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.
	Hous54 /Hous55	SIGNAL Compute derived variable for weekly water payments based on Hous54 and Hous55. If weekly payment above £50 per week, flag to editor.	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, suppress and proceed.
	Hous56b	SIGNAL Check on weekly Council tax Flag to editor if over £60	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.

Section	Question name	Edit check	Instruction to editor
Education ¹	Ed4	SIGNAL If respondent 25 years or less and on “New Deal for long-term unemployed (over 25)”, or more than 25 years and on “New Deal for Young People”, flag to editor.	Check for any obvious miscodes, look at notes, otherwise suppress and proceed.
Work ²	Wrk3	SIGNAL This must be greater than year respondent was born plus 14 years. If not, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise suppress edit check.
	Wrk6a	SIGNAL This must be greater than year respondent was born plus 14 years. If not, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise suppress edit check.
	Wrk17	SIGNAL Check on amount of income if weekly salary is more than £2000	Editor to check notes to explain why income so high (over £2000 a week). See if there is any obvious miscoding. If cannot resolve, flag for researchers and then suppress edit check.
	Wrk17b	SIGNAL Check on amount of WTC received in wages is greater than £300	Editor to check notes to see why amount of WTC is so high (over £300). See if there is any obvious miscoding. If cannot resolve, flag for researchers and then suppress edit check.
	Wrk19	SIGNAL Check on weekly union dues (Wk19pay). Flag to editor if over £100 per week	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.

¹ All questions in this block were also asked of partners. Need equivalent check to apply to the partner data.

² All questions in this block were also asked of partners. Need equivalent check to apply to the partner data.

Section	Question name	Edit check	Instruction to editor
	Wrk21	SIGNAL Check on other weekly deductions from pay (Wrk21pay). Flag to editor if over £100	Check to see if there has been any obvious miscodes (e.g. interviewer has not recorded payment in whole pounds). If no explanation, flag for researchers, suppress and proceed.
	WkPay	SIGNAL If WkPay (weekly income) is less than £10 or more than £999, flag to editor.	If looking at job done and hours worked per week, the income seems fine, editor to suppress check. However, if it looks unusual, editor to look for obvious miscodes (e.g. amount or time period). If not resolved, flag to researcher.
Proxy Partner interview	Ppay, PPperd	Compute derived variable for weekly income based on Ppay and PPperd. If weekly income is less than £10 or more than £999, flag to editor.	If looking at job done and hours worked per week, the income seems fine, editor to suppress check. However, if it looks unusual, editor to look for obvious miscodes (e.g. amount or time period). If not resolved, flag to researcher.
	Wrk18	SIGNAL If amount is greater than $0.17 * Wrk17$, flag to editor.	Editor to look at interviewer notes for any explanation why pension contributions abnormally high. If no reason given, editor to suppress and proceed.
Benefits	Ben1	SIGNAL If receives Disability Living Allowance - care component and Attendance Allowance (Ben1 = 4 and 5), flag to editor	Disability Living Allowance - care component cannot be received with Attendance Allowance. If in combination editor should check the age of the recipient. If they are over 64 years of age, code "Attendance Allowance" (4); if the recipient is 64 years or younger, code "Disability Living Allowance" (5). Check to see who is receiving the benefit as it may be the partner who is in the age range.

Section	Question name	Edit check	Instruction to editor
	Ben1	SIGNAL If receives Attendance Allowance (code 4) and respondent and partner are both younger than 65, flag to editor.	Attendance Allowance can only be received by those 65 years or older. If less than 65 years of age, editor should recode Ben1 to 'Disability Living Allowance', code 5. Check to see who is receiving the benefit as it may be the partner who is in the age range.
	Ben1	SIGNAL If receives Incapacity Benefit (code 1) and both respondent and partner are 69 or older, flag to editor.	Recipients of Incapacity Benefits should be younger than 69. If not, editor should remove code 1 from Ben1. Check to see who is receiving the benefit as it may be the partner who is in the age range. If no other benefits coded at ben1, editor to enter 12, 'None of these'.
	Ben1	SIGNAL If receives Severe Disablement Allowance (code 2) and both respondent and partner are 69 or older, flag to editor.	Recipients of Severe Disablement Allowance should be younger than 69. If not, editor should remove code 2 from Ben1. If no other benefits coded at ben1, editor to enter 12, 'None of these'.
	Ben1a	SIGNAL If receives Retirement Pension (code 9), and both respondent and partner are less than 60, flag to editor.	Recipient should be at least 60 to receive a retirement pension. If not editor should remove code 9 from Ben1a. If no other benefits coded at ben1a, editor to enter 12, 'None of these'.

Section	Question name	Edit check	Instruction to editor
	BenNTC, Ben2, Ben2a	SIGNAL Compute derived variable for weekly amount of child tax credit (CTC). If receives CTC and amount received is equal to £0, or amount received is above £149 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period, and make changes accordingly. If receives CTC and amount = £0, flag to researcher.
	BenNTC, Ben2, Ben2a	SIGNAL Compute derived variable for weekly amount of working tax credit (WTC). If receives WTC and amount received is equal to £0, or amount received is above £199 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period, and make changes accordingly. If receives WTC and amount = £0, flag to researcher.
	PyNTC, Ben2N, Ben2aN	SIGNAL Compute derived variable for weekly amount of combined WTC and CTC. If receives WTC and CTC as one amount and amount received is greater than £250 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period, and make changes accordingly. If you cannot resolve, suppress check and flag to researcher.
	Ben1, Ben2, Ben3	SIGNAL If receives Attendance Allowance (code 4) and Ben3 is either 1 or 2, and amount received is not equal to £39 or £59, flag to editor. If receives Attendance Allowance (code 4) and Ben3 is 3, and amount received is greater than £119, flag to editor.	Editor to check for obvious miscodes. The lower rate is currently £39.35 per week and the higher rate is £58.80. If obvious mis-code of amount editor to make correction. If you cannot resolve, suppress check and proceed. The same practice to apply if both receive the Benefit.

Section	Question name	Edit check	Instruction to editor
	Ben1, Ben2, Ben3	<p>SIGNAL</p> <p>If receives Disability Living Allowance – care component (code 5) and Ben3 is either 1 or 2, and amount received does not equal £16, £39 or £59, flag to editor.</p> <p>If receives Disability Living Allowance – care component (code 5) and Ben3 is 3, and amount received is more than £118, flag to editor.</p>	<p>Editor to check for obvious miscodes in amount or time period. The care component is paid at three levels: £15.55, £39.35 or £58.80 per week. There may have been rounding errors. The question DLAcare asks which rate the respondent is getting– check the answer to this to help you resolve. If you cannot resolve suppress check and proceed.</p> <p>The same practice to apply if both receive the Benefit.</p>
	Ben1, Ben2, Ben3	<p>SIGNAL</p> <p>If receives Disability Living Allowance – mobility component (code 6) and Ben3 is either 1 or 2, and amount received does not equal £16 or £41, flag to editor.</p> <p>If receives Disability Living Allowance – mobility component (code 6) and Ben3 is 3, and amount received is more than £82, flag to editor.</p>	<p>Editor to check for obvious miscodes in amount or time period.. The DLA mobility component is paid at two levels: £15.55 or £41.05 per week. There may have been rounding errors. The question DLA mob asks which rate the respondent is getting– check the answer to this to help you resolve. If you cannot resolve suppress check and proceed.</p> <p>The same practice to apply if both receive the Benefit.</p>
	Ben1, Ben2	<p>SIGNAL</p> <p>If receives Disability Living Allowance for children– care component (code 7) and amount received does not equal £16, £39 or £59, flag to editor.</p>	<p>Editor to check for obvious miscodes in amount or time period. The care component is paid at three levels: £15.55, £39.35 or £58.80 per week. There may have been rounding errors. If you cannot resolve suppress check and proceed.</p>

Section	Question name	Edit check	Instruction to editor
	Ben1, Ben2	SIGNAL If receives Disability Living Allowance for children – mobility component (code 8) and amount received does not equal £16 or £41, flag to editor.	Editor to check for obvious miscodes in amount or time period.. The DLA mobility component is paid at two levels: £15.55 or £41.05 per week. There may have been rounding errors. If you cannot resolve suppress check and proceed.
	Ben1, Ben2, Ben2a	SIGNAL If receives Incapacity Benefit and amount received is over £255 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period – if so, editor to make change. NB If applicable, check if amount high because both respondent and partner receive it (Ben3). If you cannot resolve, suppress check and proceed.
	Ben1, Ben2, Ben2a	SIGNAL If receives Invalid Care Allowance and amount received is not between £44 and £125 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period – if so, editor to make change. NB If applicable, check if amount high because both respondent and partner receive it (Ben3). If you cannot resolve, suppress check and proceed.
	Ben1, Ben2, Ben2a	SIGNAL If receives Severe Disablement Allowance and amount received is not between £44 and £125 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period – if so, editor to make change. NB If applicable, check if amount high because both respondent and partner receive it (Ben3). If you cannot resolve, suppress check and proceed.
	Ben1a, Ben2, Ben2a	SIGNAL If receives Child Benefit and amount received is not between £16 and £ 99 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period – if so, editor to make change. NB If applicable, check if amount high because both respondent and partner receive it (Ben3). See table below for a guide to Child Benefit amounts. If you cannot resolve, suppress check and proceed.

Section	Question name	Edit check	Instruction to editor
	Ben1a, Ben2, Ben2a	SIGNAL If receives State Retirement Pension and amount received is over £500 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period – if so, editor to make change. NB If applicable, check if amount high because both respondent and partner receive it (Ben3). If you cannot resolve, suppress check and proceed.
	Ben1a, Ben2, Ben2a	SIGNAL If receives Jobseeker's Allowance and amount received is over £200 per week, flag to editor.	Editor to check for any obvious miscodes in amount or time period – if so, editor to make change. NB If applicable, check if amount high because both respondent and partner receive it (Ben3). If you cannot resolve, suppress check and proceed.
Income Support	IS1	SIGNAL If date started on Income Support earlier than year respondent was born plus 14 years, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise suppress edit check.
Jobsearch	Jsc40a	SIGNAL If own illness or disability stopping respondent from working (Jsc40a = 4) and recorded that did not have longstanding illness (hea2 = 2), flag to editor.	Editor to remove code 4 at Jsc40a. If no other answer coded at Jsc40a, enter code 15 'No reason' NB Check respondent's work status and whether receiving health benefits – it is possible that Hea2 needs to change rather than Jsc40a.
	Jsc40a	SIGNAL If child's illness or disability stopping respondent from working (Jsc40a = 5) and recorded that child(ren) does not have longstanding illness (chea1 = 2), flag to editor.	Editor to remove code 5 at Jsc40a. If no other answer coded at Jsc40a, enter code 15 'No reason'

Section	Question name	Edit check	Instruction to editor
Current and ex-partners	R1q	SIGNAL If date first met partner is before respondent was born, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise suppress edit check.
	R2q	SIGNAL If date first started to share a home with partner is before first met partner, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise suppress edit check.
	R2q	CHECK If date first started to share a home with partner is before respondent / partner was born, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise make a note of the current answer on the fact sheet, then change the CAPI answer to a date after the respondent's (partner's) date of birth, and flag to researcher.
	R15q	CHECK If date first started to share a home with ex-partner is before respondent / partner was born, flag to editor.	Consult interviewer notes and check for any obvious miscoding (e.g. date of birth), otherwise make a note of the current answer on the fact sheet, then change the CAPI answer to a date after the respondent's (partner's) date of birth, and flag to researcher.

Rough guide to Child Benefit amounts (weekly), as from April 2004.

Number of children*	Couple	Lone parent
1	£16.50	£17.55
2	£27.55	£28.60
3	£38.60	£39.65
4	£49.65	£50.70
5	£60.70	£61.75

*Paid for each child aged 0-15, and each child aged 16-18 and in full-time education

Note: Amounts for lone parents may sometimes be the same as for couples, depending on when they first became a lone parent.

APPENDIX D FIELDWORK QUESTIONNAIRE

The family level questionnaire (Word format) appears in this appendix.

Families and Children Study
(FACS):
Wave 6 Questionnaire

National Centre for Social Research

Families and Children Study (FACS): Wave 6 Questionnaire

National Centre for Social Research

Prepared for Department for Work and Pensions

2004

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Introduction

The presentation of the CAPI questionnaire follows a consistent structure which is shown by the following example.

If dismissed

Dground^

On what grounds was [HE / SHE] dismissed?

1. Shortage of work/need for redundancies,
2. Change in job specification/requirements,
3. Disobedience/refusal to do as instructed/including health/safety aspects,
4. Dishonesty/theft/malicious damage,
5. Violence/threats,
6. (undisclosed) criminal record/security risk,
7. Attendance record/unjustified absences,
8. Insufficient quality of work/not developed necessary skills,
9. Other reasons (please specify)
10. *Other vague answer (not codeable 1-9)*
97. *Other specific answer (not codeable 1-10)*

The first line *If dismissed* is a brief description of the routing for the question. Where there is no italicised comment preceding the variable name then the routing is the same as the preceding question(s).

The variable name appears in bold (e.g. **Dground**). When the name is followed by ^ this signifies that the question can have more than one answer (i.e. a multiple response).

Where a piece of text appear in brackets, for example [name of organisation], this indicates that a textfill has been used. A textfill is an insert to a question that is based on an answer given in a previous question.

The other format that a textfill can take on occurs where there are two parts to the routing instruction as shown in **Cform**.

If no vacancies in past 12 months / If vacancies

Cform*

This card shows a list of recruitment channels which we refer to as 'formal'. [In the 12 months before your last vacancy / In the last 12 months], which of these channels did this establishment make use of to notify one or more vacancies?

Where there is a '/' this indicates that there are two ways in which the question could be asked. If there were no vacancies in the past 12 months, the respondent will be asked, 'In the 12 months before your last vacancy, which of these channels did this establishment make use of to notify one or more vacancies?', whereas a workplace with vacancies will be routed through the question following the '/'.

Codes that were added at the coding and editing stage (after interviews were returned to the office) are shown in italics in the code frame for the original question. In cases of open questions, the entire code frame appears in italics.

Note that additions to the questionnaire in wave 6 appear in blue shading.

1 Household grid

ASKED FOR MAIN RESPONDENT ONLY

If panel interview, information about members of the household at the time of the last interview is fed forward. Interviewer to check details and ask about any new members in the household.

Present	Gone	Name	Relextr	RelPar	DHR...	Sex	DOB	Empstat
		Person 1	96	YYYY	XXXX	FFFF ¹	FFFF	XXXX
		Person 2	XXXX	96	XXXX	FFFF	FFFF	XXXX
		Person 3	XXXX	XXXX	96	FFFF	FFFF	XXXX
		Person 4 ...	XXXX	XXXX	XXXX	FFFF	FFFF	XXXX

{If panel}

Present

ASK OR CODE: Is [person's name] still in this household?

- 1 Yes
- 2 No

{If not living in household (Present=2)}

Gone

May I ask, what has happened to [name of person]?

- 1 Deceased
- 2 Living elsewhere

Gdob

FEED FORWARD VARIABLE: Date of birth of people who've [died/living elsewhere].

GpersAge

COMPUTED VARIABLE: Person's age in years for people who've [died/living elsewhere].

{If age = 15 to 18 and living elsewhere (GpersAge=15 to 18 AND Gone = 2)}

GoneW

SHOW CARD A1

Looking at this card, what is [person's name] currently doing?

- 1 Working 16 or more hours
- 2 Working fewer than 16 hours
- 3 Unemployed and seeking work
- 4 On a training scheme
- 5 Full time education/at school
- 6 Sick/disabled (up to 6 months)
- 7 Sick/disabled (6 months or longer)
- 8 Looking after the home or family
- 9 Caring for a sick, elderly or disabled person
- 10 Retired
- 11 Other

¹ In panel cases, cells with FFFF represent data that has been fed-forward from the previous interview, XXXX represents items that are keyed by the interviewer, and YYYY are items that are computed.

Cwhy

What was the main reason that [person's name] left home?

- 1 *To live with other parent*
- 2 *To live with other relative(s)*
- 3 *To live with partner/boyfriend/girlfriend/spouse*
- 4 *To live with friends*
- 5 *To live on own/independently*
- 6 *To go to university/college/study*
- 7 *Due to difficult or problematic relationships in household*
- 8 *Other specific answer, not codeable to 1-7,*
- 97 *Other vague answer, not codeable to 1-8*

Cwho

Can I check, who is [person's name] living with now?

INTERVIEWER CODE OR ASK

- 1 With other parent
- 2 With other relatives
- 3 With partner/ wife/ husband
- 4 With friends/ students
- 5 On their own
- 6 Other

Csee

How often do you see or contact [person's name]?

- 1 Every day
- 2 At least once a week
- 3 At least once a month
- 4 Every 2-3 months
- 5 At least once a year
- 6 Less than once a year
- 7 Never

CPar

Does [person's name] have any natural children of their own?

- 1 Yes
- 2 No
- 3 No but they are pregnant/ partner is pregnant

{If panel and if living in household and if age greater than 15 at time of interview}

Empstat

SHOWCARD A1

Looking at this card, what is [name of person] currently doing?

- 1 Working 16 or more hours
- 2 Working fewer than 16 hours
- 3 Unemployed and seeking work
- 4 On a training scheme,
- 5 Full time education/ at school
- 6 Sick/ disabled (up to 6 months)
- 7 Sick/ disabled (6 months or longer)
- 8 Looking after the home or family

- 9 Caring for a sick, elderly or disabled person
- 10 Retired
- 11 Other

Soft check

if Empstat= Sick/disabled (up to 6 months) or Sick/disabled (6 months or longer)

INTERVIEWER CHECK, EVEN THOUGH CURRENTLY SICK, DO THEY HAVE A CONTRACT OF EMPLOYMENT?

IF YES, YOU MUST CHANGE CODE TO 1 OR 2.

In panel, once interviewer has asked about people on grid, interviewer to see if there are any new members in the household. For cross-section, all respondents enter the questionnaire at this point.

{If panel / cross-section}

INTERVIEWER TO ASK: Is there any one else in the household? If YES: / Starting with yourself, what is your name?

HOUSEHOLD GRID

{Asked about each household member in turn}

Name

Name of person in household (for reference during interview only)

Sex

Gender of person in household

- 1 Male
- 2 Female

DOB

What is [name of person]'s date of birth?

IF DAY NOT KNOWN, ENTER 15TH

Relextr

Relationship to named respondent

- 1 Husband/Wife/Partner
- 2 Parent
- 3 In law - parent
- 4 Grandparent
- 5 Brother/sister
- 6 In law - son / daughter
- 7 Step parent
- 8 Foster parent
- 9 Other adult relative
- 10 Unrelated adult
- 11 Son / Daughter (incl. adopted)
- 12 Grandchild
- 13 Step child
- 14 Foster child
- 15 Unrelated child
- 16 Other related child (eg: niece/nephew)
- 96 Main Respondent

RelPar

Relationship to respondent's partner

- 1 Husband/Wife/Partner
- 2 Parent
- 3 In law - parent
- 4 Grandparent
- 5 Brother/sister
- 6 In law - son / daughter
- 7 Step parent
- 8 Foster parent
- 9 Other adult relative
- 10 Unrelated adult
- 11 Son / Daughter (incl. adopted)
- 12 Grandchild
- 13 Step child
- 14 Foster child
- 15 Unrelated Child
- 16 Other related child (eg: niece/nephew)
- 96 Main Respondent

DHR

What is ([x] name's) RELATIONSHIP to ([y] name)?
([x] name) is ([y] name's) ...

- 1 Husband/Wife/Partner
- 2 Parent
- 3 In law - parent
- 4 Grandparent
- 5 Brother/sister
- 6 In law - son / daughter
- 7 Step parent
- 8 Foster parent
- 9 Other adult relative
- 10 Unrelated adult
- 11 Son / Daughter (incl. adopted)
- 12 Grandchild
- 13 Step child
- 14 Foster child
- 15 Unrelated child
- 16 Other related child (eg: niece/nephew)
- 96 Main Respondent

{If age greater than 15}

Empstat

SHOWCARD A1

Looking at this card, what is [name of person] currently doing?

- 1 Working 16 or more hours
- 2 Working fewer than 16 hours
- 3 Unemployed and seeking work
- 4 On a training scheme
- 5 Full time education/at school
- 6 Sick/disabled (up to 6 months)
- 7 Sick/disabled (6 months or longer)

- 8 Looking after the home or family
- 9 Caring for a sick, elderly or disabled person
- 10 Retired,
- 11 Other

Soft check

if Empstat= Sick/disabled (up to 6 months) or Sick/disabled (6 months or longer)

INTERVIEWER CHECK, EVEN THOUGH CURRENTLY SICK, DO THEY HAVE A **CONTRACT OF EMPLOYMENT?**

IF YES, YOU MUST CHANGE CODE TO 1 OR 2.

END GRID

Respond

INTERVIEWER TO CODE: PLEASE CODE THE RESPONDENT FROM THE PEOPLE IN THE HOUSEHOLD GRID.

[List of household members]

{If panel and if the respondent is different from the last interview}

Difresp

INTERVIEWER TO ASK/RECORD: A DIFFERENT PERSON IS BEING INTERVIEWED FROM LAST YEAR. WHY IS THIS SO?

- 1 *Main respondent from last year deceased*
- 2 *Main respondent from last year left the household (split from partner)*
- 3 *Other specific answer, not codeable to 1-2*
- 97 *Other vague answer, not codeable to 1-3*

Marital

Can I just check your current legal marital status. Are you...

ASK OR RECORD. CODE FIRST THAT APPLIES

IF COHABITING AND **NEVER PREVIOUSLY MARRIED** CODE 1

- 1 ...single, that is never married
- 2 married and living with husband/wife
- 3 married and separated from husband/wife
- 4 divorced
- 5 widowed?

{If respondent different or if non-panel}

Ethnic

SHOWCARD A2

To which of these ethnic groups do you consider you belong?

INTERVIEWER: THIS IS A QUESTION OF OPINION

- 1 British
- 2 Any other White background (please describe)
- 3 White and Black Caribbean
- 4 White and Black African
- 5 White and Asian
- 6 Any other mixed background (please describe)
- 7 Indian
- 8 Pakistani
- 9 Bangladeshi
- 10 Any other Asian background (please describe)

- 11 Caribbean
- 12 African
- 13 Any other Black background (please describe)
- 14 Chinese
- 15 Any other (please describe)
- 16 None of these
- 17 Black British

{If Ethnicity Other White or Other Mixed or Other Asian or Other Black or Any Other background (Ethnic =2 or 6 or 10 or 13 or 15)}

OthEth

Please can you describe your ethnic group?

Lang

(Can I check,) is English your first or main language?

- 1 Yes, English is first or main language
- 2 No, another language is first or main language
- 3 Respondent is bilingual in English with another language

{If a partner in household, and respondent's marital status is not 'married'}

MaritP

Can I just check your partner's current legal marital status. Is he/she ..

ASK OR RECORD. CODE FIRST THAT APPLIES

IF COHABITING AND NEVER PREVIOUSLY MARRIED CODE 1

- 1 ...single, that is never married
- 2 married and living with husband/wife
- 3 married and separated from husband/wife
- 4 divorced
- 5 widowed?

TABLE

{If lone parent household or if partner in household and child is stepchild to either partner}

Sepdie

(Can I check) Is the [father/mother] of [name of child] still alive?

- 1 Yes
- 2 No
- 3 Don't know

{If person aged 0-16 and relationship to respondent is grandchild, foster child, unrelated child or other related child}

Legal

Can I just check, do you (or your partner) have legal parental responsibility for [name of child]?

INTERVIEWER: IF NOT SURE, CHECK WHETHER THEY RECEIVE CHILD BENEFIT FOR THIS CHILD. IF SO, CODE YES.

- 1 Yes
- 2 No

END TABLE

CHILD SELF COMPLETION

{If any children aged 11-15 in household}

CSCyet

INTERVIEWER: ARE YOU READY TO PREPARE SELF COMPLETION BOOKLET FOR CHILD(REN) AGED 11-15?

- 1 Yes
- 2 No

{If CSCyet=Yes}

TABLE FOR EACH CHILD AGED 11-15 IN HOUSEHOLD

CSCa

I have a booklet which I would like to ask [name of child] to complete by [himself/herself]. It covers things that [he/she] may do at school, home, and in [his/her] spare time. May I give it to [him/her] to fill in.

IF ASKED, SHOW BOOKLET AND LEAFLET TO PARENT

- 1 Agrees
- 2 Refused

{If agrees}

CSCP_r

INTERVIEWER: Prepare [name of child]'s booklet by entering the details below onto front cover

Name	Serial no	Check Ltr	Person No	Sex	Age
[name of child]	[serialno]	[Checklet]	[Person no]	[Sex]	[Age]

GIVE /LEAVE BOOKLET, LEAFLET AND PEN FOR [name of child].

2 Respondent's health

ASKED FOR MAIN RESPONDENT AND PARTNER SEPARATELY

Intro

HEALTH SECTION

Hea1

I would now like to ask you about your health. Over the last 12 months would you say your health has been good, fairly good or not good?

- 1 good
- 2 fairly good
- 3 not good

Hea2

Do you have any longstanding illness, disability, or infirmity of any kind? By longstanding I mean anything that has troubled you over a period of time or that is likely to affect you over a period of time?

- 1 Yes
- 2 No

{If Hea2 = yes}

Hea3^

SHOWCARD B1

What kind of illness or disability do you have?

INTERVIEWER: THERE ARE 13 CODES.

- 1 Problem with arms, legs, hands, feet, back or neck (including arthritis or rheumatism)
- 2 Difficulty in seeing
- 3 Difficulty in hearing
- 4 Skin conditions, allergies
- 5 Chest, breathing problem, asthma, bronchitis
- 6 Heart, blood pressure or blood circulation problems
- 7 Stomach, liver, kidney or digestive problems
- 8 Diabetes,
- 9 Depression, bad nerves
- 10 Mental illness or suffer from phobia, panics or other nervous disorders
- 11 Learning difficulties (or mental handicap)
- 12 Epilepsy,
- 13 Other health problems or disabilities

{If has depression or mental illness (Hea3=9 or 10)}

Hea3a

Has a doctor ever told you that you were suffering from depression or severe anxiety?

INTERVIEWER: Includes postnatal depression:

- 1 Yes
- 2 No

{If Hea2 = yes}

Hea4

[Does this health problem/Do any of these health problems] limit your daily activities in any way compared to people of your age?

- 1 Yes
- 2 No

TABLE for each illness coded at Hea3

{If Hea2 = yes}

Hea5

INTERVIEWER: QUESTION ABOUT [Illness listed at **Hea3**]

How old were you when this health problem started?

Range = 0..120

Hard Check

If age of respondent less than Hea5

According to Date of Birth, they haven't reached this age yet. Please change!

END OF TABLE

{If Hea2 = yes}

Hea6

Do you expect [this/these] health [problem/problems] or [disability/disabilities] to last more than a year?

INTERVIEWER: CODE 3 ONLY APPLIES WHEN RESPONDENT HAS MORE THAN ONE HEALTH PROBLEM

- 1 Yes
- 2 No
- 3 Some expected to last, some not expected to last

{If Hea2 = yes}

Hea9b

[Does this problem/Do these problems] affect the *amount* of work that you can do?

- 1 Yes
- 2 No

{If Hea2 = yes}

Hea9

[Does this problem/Do these problems] affect the *kind* of work you can do or where you can do it?

- 1 Yes
- 2 No

{Ask all}

Hea15

Do you smoke cigarettes at all nowadays?

- 1 Yes
- 2 No

{If Hea15 = yes}

Hea16

About how many cigarettes a day do you usually smoke?

Range = 1..997

Soft Check

If Hea16 if greater than or equal to 120

That's over 120 cigarettes a day: are you sure?

{If Hea15 = no}

Hea17

Have you ever smoked cigarettes regularly?

- 1 Yes
- 2 No

{If Hea17 = yes}

Hea18

How long ago did you last smoke cigarettes regularly?

PROBE TO CLASSIFY

- 1 Within last six months
- 2 Within last year
- 3 Within last 2 years
- 4 Within last 5 years
- 5 Longer ago

{If Female AND natural child aged under 5 AND IF Hea15 = Yes OR Hea17=Yes AND Hea18= Within last 5 years}

Hea19

Did you smoke at all during your last pregnancy?

INTERVIEWER: DURING TIME SHE KNEW SHE WAS PREGNANT

IF Yes PROBE: All of the time or just some of the time?

- 1 Yes all the time
- 2 Yes some of the time
- 3 No not at all

Drk1

SHOW CARD B2

Which of these best describes how often you usually drink alcohol nowadays?

INTERVIEWER: **INCLUDE** ALCOPOPS AND PRE MIXED DRINKS EG. BACARDI BREEZER.

EXCLUDE LOW ALCOHOL DRINKS AND CANS/BOTTLES OF SHANDY

- 1 Every day
- 2 5-6 times per week
- 3 3-4 times per week
- 4 1-2 times per week
- 5 1-2 times per month
- 6 Less than once a month
- 7 1-2 times a year
- 8 Never

{If Drk1a=Every day to 1-2 times per week}

Drk2

SHOW CARD B3

In an average week, how many units do you drink?

By a unit I mean ½ pint of beer, a glass of wine or a single measure of spirit or liqueur.

INTERVIEWER NOTE: A bottle of wine = 6 units/6 glasses, alcopop = 1 unit.

INTERVIEWER: ENTER NUMBER OF UNITS

Range = 1..997

Soft check

If Drk2 greater than or equal to 100

That seems rather high. Please check your coding.

{If Drk1a=1-2 times per month to 1-2 times per year}

Drk3

SHOW CARD B3

On the days when you do drink alcohol, on average how many units do you drink in a day?

By a unit I mean, ½ pint of beer, a glass of wine, or a single measure of spirit or liqueur.

INTERVIEWER NOTE: A bottle of wine = 6 units/6 glasses, alcopop = 1 unit.

INTERVIEWER ENTER NUMBER OF UNITS

Range = 1..97

Soft Check

If Drk3 greater than or equal to 50

That seems rather high. Please check your coding.

{Partner only}

pHea20

Is there anyone you care for because they have a longstanding illness, disability or infirmity of any kind?

- 1 Yes
- 2 No

3 Children's health, education and service use

{THIS SECTION FOR MAIN RESPONDENT ONLY}

3.1 Children's health

Intro

CHILD HEALTH, EDUCATION AND SERVICE USE

TABLE for each child in the household

Chea0

[Since your baby was born/over the last 12 months] would you say [name of child]'s health has been good, fairly good or not good?

- 1 Good
- 2 Fairly good
- 3 Not good

Chea1

Does [name of child] have any long-standing illness or disability? By longstanding I mean anything that has troubled [name of child] over a period of time or that is likely to affect [childs name] over a period of time?

- 1 Yes
- 2 No

{If Chea1 = yes}

Chea2^

SHOW CARD C1

What kind of illness or disability does [he/she] have?

INTERVIEWER: THERE ARE 14 CODES.

- 1 Problems with arms, legs, hands, feet, back or neck (including arthritis or rheumatism)
- 2 Difficulty in seeing
- 3 Difficulty in hearing
- 4 Skin conditions, allergies
- 5 Chest, breathing problem, asthma, bronchitis
- 6 Heart, blood pressure or blood circulation problems
- 7 Stomach, liver, kidney or digestive problems
- 8 Diabetes,
- 9 Depression, bad nerves
- 10 Mental illness or suffer from phobia, panics or other nervous disorders
- 11 Learning difficulties (or mental handicap)
- 12 Epilepsy,
- 13 Childhood congenital conditions
- 14 Other health problems or disabilities

Chea3

[Do/Does/Will this problem/any of these] problems affect [name of child] ability to attend school or college regularly?

- 1 Yes,
- 2 No,
- 3 Not at school
- 4 Above school age

{If any problem(s) at Chea2 except 'childhood congenital' problems}

Chea3a

How old was [name of child] when [this problem/these problems] started?

INTERVIEWER: WHERE MORE THAN ONE PROBLEM, ASK WHEN FIRST PROBLEM STARTED

Range = 0..18

Hard Check

If Chea3a greater than age recorded in the household grid.

CHILD'S AGE IS GREATER THAN THAT GIVEN IN HOUSEHOLD GRID SECTION

{If any problem(s) at Chea2 except 'childhood congenital' problems}

Chea4

[Do/Does/Will this problem/any of these] cause you to spend more time caring for [name of child] compared with a fully-fit child of similar age?

- 1 Yes
- 2 No

{If any problem(s) at Chea2 except 'childhood congenital' problems}

Chea5

Do you expect [this problem/any of these problems] to continue at least until [name of child] reaches 16?

- 1 Yes
- 2 No
- 3 Above school age

{If Chea5 = no}

Chea6

How long do you expect [this problem/these problems] to last?

INTERVIEWER: ENTER NUMBER OF YEARS FROM NOW

Range = 0..97

{If Chea4 = yes}

Chea7

Do you do all of the work of looking after [name of child] or does someone else help with it?

- 1 Respondent does all of the work
- 2 Someone else helps

{If Chea4 = yes}

Chea8

Does this extra work looking after [name of child] prevent you from doing a paid job, or as much paid work as you might if your child(ren) was/were fully fit?

- 1 Yes
- 2 No
- 3 Wouldn't work anyway

{If Chea8= yes}

Chea9

Can I check, does this extra work looking after [name of child] mean you are ... READ OUT ...

- 1 ... only able to work part-time
- 2 or, unable to work at all?

{All children}

CheaAc

[Since your baby was born/ over the last 12 months/ that is since date 12 months ago], has [name of child] had to attend an Accident and Emergency department (casualty)?

INTERVIEWER: THIS INCLUDES ATTENDING A MINOR INJURIES CLINIC OR SIMILAR

- 1 Yes
- 2 No

{If CheaAC=Yes}

CheaAt

[And since your baby was born / In the last 12 months], how many separate times has [name of child] attended an Accident and Emergency department (casualty)?

INTERVIEWER: THIS INCLUDES ATTENDING A MINOR INJURIES CLINIC OR SIMILAR

Range = 1..97

3.2 School and Education

{If child age 4-15 or 16-19 and in FT educ.}

TypeEd

SHOW CARD C2

Now some questions about [name of child] school.
What type of school or college does [name of child] attend?

- 1 Nursery school
- 2 Primary/Junior/Infant school
- 3 Middle school
- 4 Secondary school
- 5 Special school(e.g. children with disabilities and special educational needs)
- 6 6th form/tertiary/further education college
- 7 University/any other higher education
- 8 City Technology College
- 9 Other (PLEASE SPECIFY)
- 10 Not attending school college [spontaneous code]
- 11 Other specific answer, not codeable to 1-10
- 97 Other vague answer, not codeable to 1-11

Soft Check

If TypeEd = Not attending school or college

Can I check that (child's name) is **permanently** not attending school/college?

INTERVIEWER: if temporarily absent, please code type of school child usually attends.

{If TypeEd = Other}

TypeO

INTERVIEWER: ENTER OTHER TYPE OF SCHOOL

{If TypeEd = Nursery School, Primary School, Middle School, Secondary School, CTC, Special School or Other}

TypeP

Is this a state or private school/nursery?

- 1 State
- 2 Private
- 3 Other (SPONTANEOUS)
- 4 *Other specific answer, not codeable to 1-2*
- 97 *Other vague answer, not codeable to 1-4*

{If TypeP = Other}

TypePO

INTERVIEWER: ENTER OTHER TYPE OF SCHOOL

{If child is still at school}

Cheaw1

Has [name of child] been identified at school as having a Special Educational Need (SEN)?

- 1 Yes
- 2 No
- 3 Child not yet at school.

{If Cheaw1=Yes}

Cheaw1a ^

For what reason has [name of child] been identified as having a Special Educational Need (SEN)?

INTERVIEWER: PROBE FULLY

- 1 Dyslexia
- 2 Dyscalculia
- 3 Dyspraxia
- 4 Learning Difficulties (including mild, moderate, severe, complex, profound, Down's Syndrome)
- 5 Behavioural problems
- 6 Emotional problems
- 7 Mental health problems / depression
- 8 Social problems
- 9 ADHD / hyperactivity / lack of concentration
- 10 Autistic Spectrum Disorder
- 11 Aspergers Syndrome
- 12 Speech and/or language difficulties/problems
- 13 Physical disability
- 14 Visual impairment / blindness
- 15 Hearing impairment / deafness
- 16 Multi Sensory Impairment / Deafblind
- 17 Other answer (please specify)

{If Cheaw1a = other}

Cheaw1b

INTERVIEWER: ENTER OTHER REASON FOR SEN

{If Cheaw1 = yes}

Cheaw2

Does [name of child] have a 'STATEMENT' of Special Educational Need?

- 1 Yes
- 2 No

{If child aged 5 - 13}

Cheaw3

Has [name of child] **ever** had to see a speech or language therapist for a consultation or treatment?

If YES, was that on one occasion or on more than one occasion?

NO IS CODE 3.

- 1 Yes, on just one occasion
- 2 Yes, more than once
- 3 No

Soft Check

If Cheaw3=Yes,more than once.

INTERVIEWER: YOU HAVE CODED 'Yes, more than once'. ARE YOU SURE?

{If child is still at school and age 5 or more and Typed not equal to not attending school}

SchDly

I'd now like to ask a few questions about [name of child]'s journey to and from school/college.

Does [name of child] make a daily journey to and from school?

- 1 Makes daily journey
- 2 No daily journey (e.g. educated at home/boarding school)

{If SchDly = Makes Daily Journey}

SchDist

Approximately how far away from your home is [name of child]'s school?

INTERVIEWER: Read out if necessary.

- 1 less than half a mile
- 2 over half a mile but less than a mile
- 3 over a mile but less than 2 miles
- 4 over 2 miles but less than 3 miles
- 5 3 miles or more

TravSc

And how does [name of child] usually travel to school?

INTERVIEWER: CODE ONE ONLY, FOR THE LONGEST PART, BY DISTANCE, OF THE CHILD'S USUAL JOURNEY TO SCHOOL.

If different methods used on different days of the week, code method used on the majority of days in the week.

- 1 Underground, metro, light rail, tram
- 2 Train
- 3 Public bus, minibus or coach
- 4 School or local authority bus, minibus or coach
- 5 Motorcycle, scooter or moped
- 6 Car or van
- 7 Taxi/minicab
- 8 Bicycle
- 9 On foot

- 10 Other (PLEASE SPECIFY)
- 11 Other specific answer, not codeable to 1-9
- 97 Other vague answer, not codeable to 1-11

{If TravSc = Other}

XTravSc

Please specify other answer.

{If Travsc = Public bus or School bus}

Travcst

Can I check, is [name of child] entitled to free public transport or free school transport?

- 1 Yes
- 2 No

{If aged 5-16 AND (TravSc = Tube to School bus OR Taxi to Other)}

AccAd

When [name of child] travels to or from school is [he/she] ...READ OUT...

INTERVIEWER NOTE: BUS DRIVERS DO NOT COUNT AS AN ACCOMPANYING ADULT.

- 1 ...usually accompanied by an adult,
- 2 not usually accompanied by an adult,
- 3 or sometimes accompanied and sometimes not?
- 4 (part of way accompanied, part of way not - SPONTANEOUS CODE)

{If AccAd = usually accompanied by an adult or TravSc = Car }

NotAln^

SHOW CARD C3

What are the reasons why [name of child] does not usually travel to and from school on [his/her] own?

CODE ALL THAT APPLY.

IF TOO YOUNG, PROBE: Why do you think [he/she] is too young?

- 1 Traffic danger
- 2 Child might get lost/doesn't know the way
- 3 Child might not arrive (on time)
- 4 Fear of assault/molestation by an adult
- 5 Fear of bullying by other children
- 6 School too far away
- 7 Other reason
- 8 Safety reasons
- 9 Adult going anyway (e.g. with other children/works there)
- 10 Child prefers not to go alone
- 11 Parent prefers to take child
- 12 Child needs assistance (disability, special needs, illness)
- 13 Child too young (no further reason given)
- 14 Other specific answer, not codeable to 1-12
- 97 Other vague answer, not codeable to 1-13

{If NotAln= other}

NotOAln

INTERVIEWER: PLEASE ENTER OTHER REASON

TravBk

You said that [name of child] [uses a type of transported listed at **travsc**] to school, does [he/she] travel back from school in the same way?

- 1 Yes
- 2 No

{If TravBk = No}

TravBk1

How does [name of child] travel back from school?

- 1 Underground, metro, light rail, tram
- 2 Train
- 3 Public bus, minibus or coach
- 4 School or local authority bus, minibus or coach
- 5 Motorcycle, scooter or moped
- 6 Car or van
- 7 Taxi/minicab
- 8 Bicycle
- 9 On foot
- 10 Other (PLEASE SPECIFY)
- 11 *Other specific answer, not codeable to 1-9*
- 97 *Other vague answer, not codeable to 1-11*

{If TravBk1 = Other}

XTravB

Please specify other answer.

{If age 5-16}

Active

SHOW CARD C4

In the last week, did [name of child] do any active things, **including activities in school**, such as those on this card?

- 1 Yes
- 2 No

{If Active = yes}

ActTime

SHOW CARD C5

Now looking at this card, **in the last week**, how much **time** did [name of child] spend doing active things, such as those listed on the previous card (Show Card C4)?

- 1 1 minute, less than 15 minutes
- 2 15 minutes, less than 30 minutes
- 3 30 minutes, less than 1 hour
- 4 1 hour, less than 2 hours
- 5 2 hours, less than 3 hours
- 6 3 hours or more
- 7 (No time - spontaneous code)

EdIntro

I'd now like to ask a few questions about [name of child] and how [he/she] has been getting on at school.

{If child aged 16-18 and still in household}

Anyq^

SHOW CARD C6

Has [name of child] obtained any of the school qualifications shown on this card?

IF YES PROBE: Which ones?

- 1 GCSEs, any grades A*-G
- 2 Scottish National qualifications, up to and including Intermediate 2 level
- 3 None of these
- 4 (Don't know - spontaneous code)

{If Anyq=GCSEs}

ChEd

How many GCSEs grades A*-G did [name of child] obtain?

Range = 1..15

ChEd1

How many, if any, of these GCSEs were at grades A*- C?

Range = 0..15

Hard Check

If ChEd1 greater than or equal to ChEd

Cannot have more A-C grades in question ChEd1 than A-G grades specified in ChEd.

{If Anyq=SCEs}

ChSEd

How many Scottish National qualifications did [name of child] obtain up to Intermediate 2 level?

Range = 1..15

ChSEd1

How many, if any, of these Scottish National qualifications (SNQs) were at Intermediate grade 2?

Range = 0..15

{If child aged 5-15}

EdMath

SHOW CARD C7

Based on your knowledge of [his/her] school work, including [his/her] school reports and any test scores, how well did [name of child] do in the last school year for ...

... maths?:

- 1 Well above average
- 2 Slightly above average
- 3 Average
- 4 Slightly below average
- 5 Well below average
- 6 Doesn't do maths - SPONTANEOUS CODE

EdEng

SHOW CARD C7

... written work such as English?

- 1 Well above average
- 2 Slightly above average
- 3 Average
- 4 Slightly below average
- 5 Well below average
- 6 Doesn't do English - SPONTANEOUS CODE

EdSci

SHOW CARD C7

... science?

- 1 Well above average
- 2 Slightly above average
- 3 Average
- 4 Slightly below average
- 5 Well below average
- 5 Doesn't do science - SPONTANEOUS CODE

{If child aged 11-16}

Hwfreq1

This next section is about homework that schools may give children to do.

SHOW CARD C8

In the last 12 months how often, if at all, has [name of child] been given homework to do by [his/her] school?

INTERVIEWER: REFERS TO TERM TIMES, NOT HOLIDAYS.

- 1 Every day
- 2 Most days
- 3 Two or three days a week
- 4 At least once a week
- 5 At least once a month
- 6 At least once a term
- 7 Varies too much to say
- 8 Never

{If Hwfreq1 not equal to never, DK, RF}

Hwhelp

In the last 12 months, have [you/you or your partner] ever helped [name of child] with [his/her] homework?

- 1 Yes
- 4 No

HwAmt

SHOW CARD C9

In the last 12 months, how much time each week would you say [you/you and your partner] spent talking to [name of child] about [his/her] school work, helping with homework, looking over [his/her] school work, and so on?

- 1 Less than half an hour
- 2 Half an hr - but less than 1 hr
- 3 1 hr but less than 2.5 hrs
- 4 2.5 hrs but less than 5 hrs
- 5 5 hours or more

Hwdid

SHOW CARD C10

About how much of [his/her] homework do you think [name of child] completes?

- 1 All of it, or almost all
- 2 Most of it
- 3 About half of it
- 4 Some, but less than half
- 5 Not much
- 6 None

{If Hwfreq1 not equal to never}

HwQt

In this house does [name of child] have a quiet place to do [his/her] homework?

INTERVIEWER: IF 'SOMETIMES' PROBE TO PRECODES E.G. YES = HAS A QUIET PLACE ON MORE DAYS OF THE WEEK THAN DOES NOT

- 1 Yes
- 2 No

{If child aged 11-15}

SP1

Thinking back over the last 7 days, on how many days has [name of child] had friends round to your home or been out with friends?

- 0 None
- 1 1-2
- 2 3-5
- 3 6 or more

SP2

How often does [name of child] go to organised activities, such as youth clubs, music or sports lessons, scouts/guides?

- 1 Every day
- 2 Most days
- 3 Two or three days a week
- 4 At least one day a week
- 5 Less than once a week
- 6 Hardly ever or never

3.3 *Problems and use of local services*

{If child is still at school and is 5 or older}

Susp

In the last 12 months, that is since, [date 1 year ago], has [name of child] had a fixed-term exclusion from school, that is 'suspended', even for a day?

- 1 Yes
- 2 No

Expel

In the last 12 months, has [name of child] been permanently excluded from school, that is 'expelled'?

- 1 Yes
- 2 No

CscAtt^

SHOW CARD C11

In the last 12 months, that is since [date 1 year ago], has [name of child] been away from school for at least half a day or more for any of these reasons? If yes: Which ones?

INTERVIEWER PROBE: What others?

- 0 None of these
- 1 Own (child's) illness
- 2 Illness or death in the family
- 3 Health or dental appointment
- 4 Looking after member(s) of the family
- 5 Visiting family or friends for other reasons
- 6 Religious reasons or festivals
- 7 Truancy
- 8 Going on holiday (in term time)
- 9 Shopping
- 10 Other reason (please specify)
- 11 Not attending school - SPONTANEOUS CODE
- 12 *Bullying*
- 13 *Suspension/Expulsion/Behaviour at school*
- 14 *Transport problems*
- 15 *Sport/music/art activity*
- 16 *Moving house*
- 17 *Other specific answer, not codeable to 1-16*
- 97 *Other vague answer, not codeable to 1-17*

{If CscAtt = other}

CscAttO

INTERVIEWER: PLEASE ENTER OTHER REASON FOR NOT ATTENDING SCHOOL:

{If child is still at school and is 5 or older}

Bull

As far as you are aware in the last 12 months has [name of child] been bullied, either in or out of school?

- 1 Yes
- 2 No

SchBeh

In the last 12 months, has the school had to contact [you/you or your partner] about [name of child]'s because of concerns about [his/her] behaviour at school?

- 1 Yes
- 3 No

{If child age 8-18}

Troub

In the last 12 months, that is since [date 1 year ago], has the school (or anyone else) had to contact [you/you or your partner] about [name of child] because [he/she] hasn't been attending school / college when [he/she] should have been?

- 1 Yes
- 2 No

{If child age 8-18}

DrkDrg^

SHOWCARD C12

As far as you are aware , in the last 12 months, do you think that [name of child] has had a problem with any of these?

INTERVIEWER: CODE ALL THAT APPLY

- 1 smoking
- 2 drinking alcohol
- 3 taking drugs
- 4 (none of these – spontaneous code)

{If child age 8-18}

Police1

Have the police [ever/in the last 12 months] had to contact [you/you or your partner] about [name of child], because they thought [he/she] had done something wrong?

- 1 Yes
- 2 No

{If Police1=Yes}

Police2

In the last 12 months, how many times have the police had to contact [you/you or your partner] about [name of child] because they have thought [he/she] had done something wrong?

Range = 0..997

{If Police2 > 0}

Police3

And in the last 12 months, did [this contact/any of these contacts] with the police lead to a formal warning, fine or conviction?

INTERVIEWER NOTE: 'FORMAL WARNING' INCLUDES A REPRIMAND OR 'FINAL WARNING' FROM POLICE.

- 1 Yes
- 2 No

CHdprob

COMPUTED VARIABLE - if any of the following problems recorded:

- Chea3=Yes Or Chea4 =Yes (Child has a long standing illness or disability) (a)
- Cheaw2=Yes (Child has a Special Educational Need (SEN)) (b)
- Susp = Yes (Child has been temporarily excluded from school (suspended)) (c)
- Expel = Yes (Child has been permanently excluded from school (expelled)) (d)
- Bull=Yes (Child has been bullied) (e)
- SchBeh=Yes (the school contacted you because of Child's behaviour at school) (f)
- Troub=Yes (the school contacted you because Child has not been attending school when (he/she) should have been) (g)
- Police2>=1 (the police contacted you about child because they thought (he/she) had done something wrong) (h)
- Smoke IN DrkDrG (you thought child has a problem with smoking) (i)
- Drink IN DrkDrG (you thought child has a problem with drinking) (j)
- Drug IN DrkDrG (you thought child has a problem with drugs) (k)
- Edmath=wellbe or EdEng = wellbe or EdSci = wellbe (Child has performed well below average in some subjects at school) (l)

- 1 Yes
- 2 No

PROBLEMS DIVIDED INTO 4 GROUPS:

- 1) Problems at school (b, c, d, e, f, g)
- 2) Problems with the police (h (and not i, j, or k))
- 3) Problems with the police and smoking, drinking or drug use (h and i, j, or k)
- 4) Problems with smoking, drinking or drug use (i, j, or k (and not h))

TABLE FOR EACH GROUP OF PROBLEMS

{If Chdprob = Yes}

UseP2^

SHOW CARD C13

You have told us that [name of child] [has had problems at school/has had problems with the police [and]/[has had problems with] smoking, drinking or drugs]. [In the past 12 months/Since your baby was born] have [you/you or your partner] spoken to any of the people on this card about this?

IF YES: Which ones?

INTERVIEWER PROBE: Which others?

Problems: (listing of individual problems mentioned)

- 1 Teacher from your child's school
- 2 Health professional e.g. GP, nurse
- 3 Social worker
- 4 Police officer
- 5 Education welfare officer
- 6 School counsellor
- 7 Other counsellor or support worker

- 8 Family or friends
- 9 Other person (PLEASE SPECIFY)
- 10 None of these
- 11 *Other specific answer, not codeable to 1-10*
- 97 *Other vague answer, not codeable to 1-11*

{if UseP = Other}

UsePO2

INTERVIEWER: ENTER THE OTHER PERSON SPOKEN TO

TABLE FOR EACH PROFESSIONAL SPOKEN TO apart from 'Family or friends'

SatP2

SHOWCARD C14

Overall, how satisfied were you with your contact with the [person listed at UseP] about [type of problem defined above]?

- 1 Very satisfied
- 2 Quite satisfied
- 3 Neither satisfied nor dissatisfied
- 4 Quite dissatisfied
- 5 Very dissatisfied

END TABLE (Professional)

END TABLE (Group of problems)

{if any children aged 5-15 in hhd}

UseCF^

SHOWCARD C15

Now I would like to ask you about some services for parents, and children aged 5-15. In the last 12 months, that is since [date 1 year ago] have you or your child/any of your children used any of the services on this card? IF YES: Which ones? INTERVIEWER PROBE: Which others?

INTERVIEWER: PLEASE DON'T INCLUDE SERVICES THAT CHILD RECEIVES DURING NORMAL SCHOOL HOURS

CODE ALL THAT APPLY

- 1 After school and breakfast clubs for children
- 2 Child play/leisure services e.g. day trips away, arts & crafts, music, dance, drama programmes
- 3 Child education support e.g. after-school support for maths, reading, languages, etc
- 4 Child health education e.g. after-school programmes focusing on nutrition, sexual health, drug awareness, etc
- 5 Child and family counselling e.g. one-to-one counselling services and family group conferences
- 6 Child mentoring/role model programmes e.g. befriending, 'buddying', peer mediation
- 7 Home-school liaison - support for child and/or family about school attendance, homework etc
- 8 Parenting skills support and/or education
- 9 Telephone help lines for parents
- 10 Home visiting one-to-one services
- 11 Marriage/relationship support and mediation
- 12 Family learning activities
- 13 Family centres
- 14 (None of these- spontaneous code)

TABLE FOR EACH SERVICE MENTIONED

Textfills:

- [1]=after school/breakfast club
- [2]=child play/leisure service
- [3]=child education support service
- [4]=child health education service
- [5]=child and family counselling service
- [6]=child mentoring service
- [7]=home-school liaison service
- [8]=parenting skills support service
- [9]= telephone help lines for parents
- [10]= home visiting one-to-one services
- [11]= marriage/relationship support and mediation
- [12]= family learning activities
- [13]= family centres

HearCF

How did you hear about the [service mentioned at UseCF]?

CODE ALL THAT APPLY:

- 1 School
- 2 Doctor
- 3 Family or friend
- 4 Social services
- 5 Police
- 6 Other

SatCF

SHOWCARD C14 AGAIN

How satisfied were you with the [service mentioned at UseCF]?

- 1 Very satisfied
- 2 Quite satisfied
- 3 Neither satisfied nor dissatisfied
- 4 Quite dissatisfied
- 5 Very dissatisfied

RunCF^

Are [you/you or your partner] or (your child/any of your children) involved in any way with the running of the [service mentioned at UseCF]?

CODE ALL THAT APPLY

- 1 Yes - respondent
- 2 Yes - partner
- 3 Yes - Child(ren)
- 4 No - none involved

Hard Check

{If a lone parent household and RunCF=Yes -Partner}

THERE IS NO PARTNER IN THE HOUSEHOLD. PLEASE CHANGE.

END TABLE

3.4 Parental aspirations for children

TABLE FOR EACH CHILD OF APPROPRIATE AGE

{If child aged 14-16}

Parasp1

SHOW CARD C16

Looking at this card, when [name of child] reaches 16 and can leave school, what **would you like** [him/her] to do?

- 1 Continue in full time education
- 2 Go on a training course or start an apprenticeship
- 3 Get a full-time paid job (either as an employee or self-employed)
- 4 Work, unpaid, in the family business full-time
- 5 Work, unpaid, as a volunteer full-time
- 6 Start a family
- 7 Something else (PLEASE SPECIFY)
- 8 Don't Know - SPONTANEOUS CODE
- 9 None of these things - SPONTANEOUS CODE
- 10 *Armed forces*
- 11 *Other specific answer, not codeable to 1-10*
- 97 *Other vague answer, not codeable to 1-11*

{If Parasp1 = Something else}

Pxarasp1

INTERVIEWER: ENTER DETAILS OF OTHER ACTIVITY. ONLY ONE ACTIVITY SHOULD BE RECORDED. IF RESPONDENT MENTIONS MORE THAN ONE, PLEASE PROBE FOR MAIN.

{If child aged 13-16}

Parasp2^

SHOW CARD C17

And looking at this card, what **would you like** [name of child] to have done or be doing by the time [he/she] reaches [his/her] mid 20s?

INTERVIEWER PROBE: What else?

- 1 Gone to University
- 2 Gone to College
- 3 Had a full-time paid job (either as an employee or self-employed)
- 4 Worked unpaid in the family business full-time
- 5 Worked unpaid as a volunteer full-time
- 6 Started a family
- 7 Left home
- 8 Been travelling
- 9 Other (PLEASE SPECIFY)
- 10 None of these- SPONTANEOUS CODE
- 11 *Part time job*
- 12 *Volunteering part time'*
- 13 *Armed forces*
- 14 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{If Parasp2 = other}

Pxarasp2

INTERVIEWER: ENTER DETAILS OF OTHER ACTIVITY. ONLY ONE ACTIVITY SHOULD BE RECORDED. IF RESPONDENT MENTIONS MORE THAN ONE, PLEASE PROBE FOR MAIN.

{If child aged 13-16}

Parasp3

Have you talked to [name of child] at all about the type of job that [he/she] **would like** to be doing when [he/she] is in [his/her] mid-twenties?

- 1 Yes
- 2 No

{If parasp3 = YES}

Parasp4

SHOW CARD C18

What type of job would [name of child] like to be doing by the time [he/she] reaches [his/her] mid-twenties? Please select your answer from this card?

- 0 Has no specific job in mind
- 1 Armed forces
- 2 Manager or senior official in someone else's business
- 3 Running their own business
- 4 Professional or technical
- 5 Administrative, clerical or secretarial
- 6 Skilled trade
- 7 Caring, leisure, travel or personal service
- 8 Sales or customer service
- 9 Plant, process or machine drivers or operators
- 10 Other jobs
- 11 Something else (PLEASE SPECIFY)
- 12 None of these things - SPONTANEOUS CODE
- 13 *Acting/singing/performance arts*
- 14 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{If Parasp4 = Something else}

Pxarasp4

INTERVIEWER: ENTER DETAILS OF OTHER JOB. ONLY ONE JOB SHOULD BE RECORDED. IF RESPONDENT MENTIONS MORE THAN ONE, PLEASE PROBE FOR MAIN

END TABLE (aspirations)

TABLE for each child aged 1-5 (Use of local services)

{If child aged 1 to 15}

UseSr^

SHOW CARD C19

In the last 4 weeks, that is since [date 4 weeks from interview], has [name of child] used any of the following services in your local area?

- 1 Library (including toy library)
- 2 Swimming pool/leisure centre
- 3 Park/playground
- 4 None of these

TABLE for each service mentioned at usesr

{If UseSr = Library, Swimming Pool or Park}

FreqS

In the last four weeks, how many times has [name of child] [used name of service mentioned at usesr]?

- 1 Every day
- 2 More than once a week
- 3 Once a week
- 4 Once a fortnight
- 5 Once in four weeks

END TABLE (each service)

END TABLE (each child)

{If any children aged 13-18}

Conex1

INTERVIEWER: ONLY ASK FOLLOWING QUESTION IF INTERVIEWING IN ENGLAND. IF IN SCOTLAND OR WALES, CODE 3

In England there is a service for young people aged 13 to 19 called Connexions, offering advice on careers, learning, benefits and health. As far as you know, is there a Connexions service in this area?

- 1 Yes
- 2 No
- 3 (Not in England)

{If Connex1 = Yes}

Conex2

In the last 12 months, (has your child / have any of your children) had any contact with the Connexions service?

INTERVIEWER: THIS QUESTIONS REFERS TO CHILDREN AGED 13+

- 1 Yes
- 2 No

{If Connex2 = Yes}

Conex3

SHOWCARD C20

How satisfied or dissatisfied were you with the service your child(ren) received (the last time they used the service)?

- 1 Very satisfied
- 2 Quite satisfied
- 3 Neither satisfied nor dissatisfied
- 4 Quite dissatisfied
- 5 Very dissatisfied

4 Child maintenance

{If only one natural parent in the household and the other parent is still alive}

Intro {R70q}

I'd now like to ask you about any maintenance payments you might receive for your children

DO NOT INCLUDE MORTGAGE PAYMENTS AS MAINTENANCE.

READ EXPLANATION:

Maintenance payments are sometimes made by one parent to the other, if they do not live together, to help support any children. This could be through Court Orders, voluntary agreements, or through the Child Support Agency.

Some parents may help out in other ways, such as through occasional gifts, **payment of or towards mortgage, rent or household bills.**

CM1 {R71q}

May I first ask:

Is there any **Court Order** in force (not a CSA **caluclation**) that says that [you/you or your partner] should receive regular maintenance payments from a previous partner either on behalf of yourself, or any children?

- 1 Yes
- 2 No

{If CM1 = yes}

CM2 {R72q}

Who is it that should be receiving these Maintenance Payments?

- 1 Respondent
- 2 Partner
- 4 Child,
- 5 Both

CM3 {R73Q}

Do you have a **voluntary agreement** which says that [you/you or your partner] should receive regular voluntary payments from a previous partner either on behalf of yourself, or any children?

- 1 Yes
- 2 No

{If CM3 = yes}

CM4^ {R74q}

Who is it that should be receiving these voluntary payments?

CODE ALL THAT APPLY

- 1 Respondent
- 2 Partner
- 3 Child

{If CM1 = yes or if CM3 = yes}

CM5 {R75qa}

May I just check, how much [are/is] [you/your partner] supposed to receive regularly from a previous partner(s)? This includes payment of or towards mortgage, rent or household bills, but does not include maintenance paid under a calculation from the CSA.

INTERVIEWER: THIS IS THE TOTAL AMOUNT FROM COURT ORDERS AND/OR VOLUNTARY AGREEMENTS.

(AND WHERE APPLICABLE FROM 1+ PREVIOUS PARTNERS AND FOR 1+ CHILDREN)

ENTER WHOLE POUNDS ONLY.

Range = 1..9997

{If CM5 = 1 to 9997}

CM6 {R75qb}

How long does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If CM1 = yes or if CM3 = yes}

CM7 {R76q}

Thinking about the amount [you/your partner] [are/is] supposed to receive, [do/does] [you/your partner] usually receive all of it, some of it, or none of it?

- 1 Yes - receives all of it
- 2 Yes - receives some of it
- 3 No - none of it
- 4 [spontaneous code] Paid by DWP/CSA

{If CM7 = YesAll, YesSome or CSA}

CM8 {R77q}

How reliable are these maintenance payments? Are they ...READ OUT...

- 1 ...always on time,
- 2 usually on time,
- 3 more often on time than late,
- 4 more often late than on time,
- 5 rarely on time,
- 6 or always late?

{If CM7 = no}

CM9 {R78q}

Are these payments in arrears now?

- 1 Yes
- 2 No

{If CM9 = yes}

CM10 {R79q}

Can I just check, [have/has] [you/your partner] *ever* received any of this maintenance due to you or any children?

- 1 Yes - respondent
- 2 Yes - partner
- 3 Yes - children
- 4 Yes - both child and parent
- 5 No

{If CM10 not equal to No}

CM11 {R80qa}

How many weeks or months [are/is] [you/your partner] owed in overdue maintenance payments?
INTERVIEWER: FIRST CODE IF YOUR ANSWER IS IN WEEKS, MONTHS, OR AN AMOUNT OF MONEY...

- 1 ANSWER IN WEEKS
- 2 ANSWER IN MONTHS
- 3 AMOUNT OF MONEY

{If CM11 = weeks}

CM12 {R80qb}

ENTER NUMBER OF WEEKS.

Range = 1..97

{If CM11 = months}

CM13 {R80qc}

ENTER NUMBER OF MONTHS.

Range = 1..97

{If CM11 = money}

CM14 {R80qd}

ENTER AMOUNT OWED: WHOLE POUNDS.

Range = 1..9997

CM14a

Have you ever contacted, or been contacted by, the Child Support Agency (CSA)?

- 1 Yes
- 2 No

{If CM14a=Yes}

CM14y

When did you first have contact with the CSA?

ENTER YEAR AT THIS QUESTION

Range = 1900..2050

CM14m

(When did you first have contact with the CSA?)

ENTER MONTH AT THIS QUESTION: TMonths

{If Cm14a=Yes}

CM15 {R90q}

Has the Child Support Agency, or CSA, made an calculation, instructing a previous partner to pay maintenance to [you/your partner] or any children?

- 1 Yes
- 2 No

{If CM15 = yes}

CM16 {R91q}

Are these payments supposed to be made to [you/your partner], or are they collected directly by the Department for Work and Pensions (DWP)?

- 1 to respondent
- 2 to partner
- 3 collected by DWP

{If CM15=Yes}

CM17

How much [are/is] [you/your partner] supposed to receive?

ENTER AMOUNT: WHOLE POUND ONLY.

Range = 1..9997

{If CM17 IN 1..9997}

CM18 {R92qb}

How long does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If CM16 = to respondent or to partner}

CM19 {R93q}

Thinking about the maintenance **calculated** by the CSA to be paid to [you/your partner], [do/does] [you/your partner] usually receive all of it, some of it, or none of it?

- 1 Yes - receives all of it
- 2 Yes - receives some of it
- 3 No - none of it
- 4 Paid by DWP/CSA - (spontaneous code)

{If CM19 = All of it, Some of it or Paid by DWP/CSA}

CM20

How reliable are the maintenance payments **calculated** by the CSA to be paid to [you/your partner]?
Are the payments .. READ OUT...

- 1 ...always on time,
- 2 usually on time,
- 3 more often on time than late,
- 4 more often late than on time,
- 5 rarely on time,
- 6 or always late?

{If CM19 = Some of it or None of it}

CM21 {R95q}

Are these payments in arrears now?

- 1 Yes
- 2 No

{If CM21 = yes}

CM22 {R96q}

Can I just check, [have/has] [you/your partner] *ever* received these payments?

- 1 Yes
- 2 No

{If CM22 = yes}

CM23 {R97qa}

How many weeks or months [are/is] [you/your partner] owed in overdue CSA maintenance payments?

INTERVIEWER: FIRST CODE IF YOUR ANSWER IS IN WEEKS, MONTHS OR AN AMOUNT OF MONEY ...

- 1 ANSWER IN WEEKS
- 2 ANSWER IN MONTHS
- 3 AMOUNT OF MONEY

{If CM23 = weeks}

CM24 {R97qb}

ENTER NUMBER OF WEEKS.

Range = 1..97

{f CM23 = months}

CM25 {R97qc}

ENTER NUMBER OF MONTHS.

Range = 1..97

{f CM23=money}

CM25a

ENTER AMOUNT OWED: WHOLE POUNDS

Range = 1..9997

CTMot

COMPUTED VARIABLE: Total maintenance per week

Range = 0..9997

CMchk

From the information you have given me this means you are supposed to receive about [CTMot: total maintenance received] per week.

Is that correct?

INTERVIEWER: This is to check that the calculation is right.

1 Yes

2 No

{f CMchk = no}

CmCorr

INTERVIEWER: ENTER CORRECT TOTAL MAINTENANCE PER WEEK

Range = 1..997

Remaint

COMPUTED VARIABLE: ANY MAINTENANCE RECEIVED ie: if CM7=1 or 3 OR CM19=1,2 or 4

1 Yes

2 No

{f Remaint=Yes}

CM26 {R120q}

When you / or your partner receive(s) maintenance, is it in with your general budget or do you use it for something specific, like children's clothes, savings or childcare?

1 Part of general budget

2 Something specific

{If CM26=Something specific}

CM27^ {R121qa}

What do you use the maintenance for?

CODE ALL THAT APPLY.

- 1 Paying for childcare
- 2 Put it into savings (own or child's)
- 3 Paying off debts
- 4 Paying towards bills
- 5 Paying towards travel costs
- 6 Paying towards housing
- 7 Buying food/meals for your children
- 8 Buying clothes/shoes for your children
- 9 Paying for trips/holidays
- 10 Other (SPECIFY AT NEXT QUESTION)
- 11 *Other specific answer, not codeable to 1-10*
- 97 *Other vague answer, not codeable to 1-11*

{If CM27 = other}

CM27a {R121qb}

ENTER OTHER ANSWER

TABLE FOR EACH 'STEP' OR 'UNRELATED' CHILD, IF OTHER PARENT IS STILL ALIVE

ChCon {R47q}

How often does [name of child] usually see [his/her] [mum/ dad]?

- 1 At least once a day
- 2 At least once per week
- 3 At least once per fortnight
- 4 At least once per month
- 5 At least once per year
- 6 Less often
- 7 Never

{If relationship of respondent to child is respondent's child}

ReCon {R46q}

How often do you usually see [him/her]?

(INTERVIEWER: IF YOU HAVE ASKED THIS ONCE ALREADY AND IT IS THE **SAME** PERSON
CODE THE ANSWER FROM THE RELEVANT ROW ABOVE)

- 1 At least once a day
- 2 At least once per week
- 3 At least once per fortnight
- 4 At least once per month
- 5 At least once per year
- 6 Less often
- 7 Never

Relex {R48q}

How would you describe your relationship with [him/her] nowadays? Is it ...READ OUT...
INTERVIEWER: IF YOU HAVE ASKED THIS ONCE ALREADY AND IT IS THE **SAME PERSON**
CODE THE ANSWER FROM THE RELEVANT ROW ABOVE

- 1 ...very friendly,
- 2 ...quite friendly,
- 3 ...not very friendly,
- 4 ...very **un**friendly,
- 5 ...mixed - sometimes friendly, sometimes unfriendly?
- 6 don't know/can't say

ExJob {R42q}

And do you know if [he/she] is ... READ OUT...
INTERVIEWER: IF YOU HAVE ASKED THIS ONCE ALREADY AND IT IS THE **SAME PERSON**
CODE THE ANSWER FROM THE RELEVANT ROW ABOVE

- 1 ...employed for 16 hours or more per week,
- 2 employed for fewer than 16 hours per week,
- 3 self-employed,
- 4 or not in paid work?

END TABLE**CM28a**

Now some questions about maintenance and receiving social security.
As far as you know, how much maintenance, if any, would a parent on Income Support be able to keep each week before it affected his/her benefit?
WHOLE POUNDS ONLY.
IF HALF CODE 995
IF ALL OF IT CODE 996.

Range = 0..996

CM29

... and as far as you know, how much Income Support is withdrawn for every additional pound of maintenance?
ENTER PENCE (EG. '100' = £1)

Range = 0..997

CM32

As far as you know, does receiving maintenance affect the amount of New Tax Credits a person may receive?

EXPLAIN IF NECESSARY: NEW TAX CREDITS WERE INTRODUCED IN APRIL 2003. THEY ARE WORKING TAX CREDIT AND CHILD TAX CREDIT

- 1 Yes
- 2 No

5 Children living outside the household

Chea18 {R130q}

Do you have any children aged 16 or under living elsewhere?

(DON'T COUNT CHILDREN OF THE FAMILY WHO ARE TEMPORARILY AWAY AT SCHOOL OR IN HOSPITAL ETC.)

- 1 Yes
- 2 No

{If Chea18=yes}

Chea19 {R131q}

How many children aged 16 or under do you have living elsewhere?

Range = 1..7

{If Chea18=yes}

Chea21^ {R133q}

Where do these children live nowadays?

CODE ALL THAT APPLY.

- 1 With other parent
- 2 With other relative
- 3 In local authority care
- 4 In foster care
- 5 In a hostel
- 6 In own home
- 7 Other

Chea18a

Do you have any children aged 17-19 and in full-time education living elsewhere?

- 1 Yes
- 2 No

{IF Chea18a=Yes}

Chea19a

How many children aged 17-19 and in full-time education do you have living elsewhere?

Range = 1..97

Chea21a^

Where do these children live nowadays?

CODE ALL THAT APPLY":

- 1 With other parent
- 2 With other relative
- 3 In local authority care
- 4 In foster care
- 5 In a hostel
- 6 In own home
- 7 Other

6 Caring for people outside household

Chea10

[Apart from your child/ren] Is there anyone else you care for because they have a longstanding illness, disability or infirmity of any kind?

- 1 Yes
- 2 No

{If Chea10 = yes}

Chea11^

INTERVIEWER: CODE EACH PERSON BEING CARED FOR.
EXCLUDE THOSE WHO WORK AS CARERS.
DO NOT COUNT CHILDREN ALREADY DEALT WITH.

Display list of all household members 1-15, plus codes for:

- 1 Person 1
- 2 Person 2
- 3 Person 3
- 4 Person 4
- 5 Person 5
- 6 Person 6
- 7 Person 7
- 16 Parent outside the household
- 17 Another parent outside the household
- 18 Child outside household
- 19 Spouse outside household
- 20 Other relative
- 21 Friend/neighbour
- 22 Client of voluntary organisation
- 23 Other person outside the household

TABLE FOR EACH PERSON CARED FOR

Chea12

How long have you been caring for [person named at CHEA11]?
ENTER YEARS. IF LESS THAN ONE YEAR ENTER ZERO
IF MORE THAN ONE PERSON, ANSWER QUESTIONS FOR THE PERSON RESPONDENT
SPENDS MOST TIME CARING FOR.

Range = 0..97

Chea13

About how many hours a week do you spend caring for [person named at CHEA11]?

Range = 1..168

Chea14

Do you do all of the work of looking after [person named at CHEA11], or does someone else help with it?

- 1 Respondent does all of work
- 2 Someone else helps

Chea15

Does this extra work looking after [person named at CHEA11] prevent you from doing a paid job, or as much paid work as you might if you did not have [person named at CHEA11] to look after?

- 1 Yes
- 2 No
- 3 Wouldn't work anyway

{If person looked after is not respondent's partner}

Chea16

Does [person named at CHEA11] receive Attendance Allowance, or Disability Living Allowance care component?

- 1 Yes
- 2 No

END TABLE

7 Housing

ASKED FOR MAIN RESPONDENT ONLY

{If panel case}

House1

INTERVIEWER ASK OR CODE: Have you moved home since [Date of last interview]?

- 1 Yes
- 2 No

Hous2a

INTERVIEWER: WHAT KIND OF ACCOMMODATION DOES THE FAMILY OCCUPY?

- 1 Private residence (includes all rental accommodation, local authority residences, housing association accommodation)
- 2 Hotel/bed & breakfast
- 3 Something else (SPECIFY AT NEXT QUESTION)
- 4 *Other specific answer, not codeable to 1-2*
- 97 *Other vague answer, not codeable to 1-4*

{If Hous2a = other}

Hous2b

INTERVIEWER: SPECIFY OTHER TYPE OF ACCOMMODATION.

{If Hous2a = Private}

Hous4

[In the past 12 months have you/Have you ever] had to stay in temporary accommodation, like a hostel or bed and breakfast hotel, because you were waiting to be housed?

- 1 Yes (in the past)
- 2 Yes (current accommodation is temporary accommodation)
- 3 No

Soft Check

If code 2 selected: INTERVIEWER YOU HAVE SELECTED 'currently living in temporary accommodation'. IF CORRECT SUPPRESS CHECK. IF NOT RECODE - CODE 3 IS NO

{If Hous4 = Yes in the past}

Hous5

When did you last leave such accommodation?

FIRST ENTER YEAR.

Range = 1940..2050

Soft Check

If Hous5 greater than year of current interview Are you sure?

Please change! Hous5 can't be ^hous5

{If Hous5 = 1940..1999}

Hous6

NOW ENTER MONTH

IF DK, ASK 'Was it Winter, Spring...?'

AND ENTER MID-SEASON MONTH

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

NODK, NOREFUSAL

{If Hous4 = Yes in the past or Yes currently}

Hous7

How long [had/have] you lived [there/here]?

- 1 under 3 months
- 2 three to six months
- 3 six months to a year
- 4 one year or more

THERE IS NO HOUS8

{If moved house (House1=Yes) OR if not panel case}

Hous9

Thinking about your current address, when did you start living here?

FIRST ENTER THE YEAR.

ENTER '0' IF ALWAYS LIVED HERE.

Range = 0..2050

Hard Check

(Hous9=0 OR Hous9>=1901)

ANSWER OUT OF RANGE.

Soft Check

Hous9<=FwYear Are you sure? ^hous9 is after ^fwyear

Hard Check

(Hous9<=FWYEAR+1) Please change! Hous9 can't be ^hous9

{If Hous9 = 1991..2003}

Hous10

NOW ENTER THE MONTH.

IF DK, ASK 'Was it Winter, Spring...?'

AND ENTER MID-SEASON MONTH: SEE HELP

(PRESS <F9> TO SEE HELP)

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

{If House1=Yes}

Hous10a ^

What was your main reason for moving to this address?

INTERVIEWER PROBE: What other reasons?

- 1 To move to a better area or neighbourhood/liked the area
- 2 To move to a better environment
- 3 Change of Job/Nearer to job
- 4 Had to leave tied accommodation
- 5 Wanted smaller / cheaper home or flat
- 6 Wanted larger house or flat / garden
- 7 Availability of garage / parking space
- 8 To be able to live with partner in same accommodation
- 9 Better schools for children
- 10 Other family or personal reasons
- 11 Wanted to buy
- 12 Wanted independent accommodation / not share
- 13 Had no choice - moved by council
- 14 Nearer to family/friends/not be so isolated
- 15 Nearer/convenient to amenities/schools and so on
- 16 Relationship/marriage ended
- 17 Other

{If Hous2a = private AND not a panel case OR House1=Yes AND Panel cases}

Hous11a

ASK OR CODE: What kind of accommodation do you occupy here?

- 1 Detached house/bungalow
- 2 Semi-detached house/bungalow
- 3 Terrace house (not including End terrace)
- 4 End terrace house
- 5 Purpose built flat/maisonette
- 6 Self contained flat/maisonette in converted building
- 7 Room(s) not self contained
- 8 Caravan/mobile home/houseboat
- 9 Other (specify)
- 10 *Other specific answer, not codeable to 1-8*
- 97 *Other vague answer, not codeable to 1-10*

{If Hous11a = other}

Hous11b

ENTER DETAILS OF OTHER KIND OF ACCOMMODATION

{If Hous2a = private AND not a panel case OR House1=Yes AND Panel case}

Hous12

SHOW CARD D1

Which of these best describes the accommodation you are living in at the moment?

- 1 Owned outright
- 2 Being bought on a mortgage/bank loan
- 3 Shared ownership (owns & rents property)
- 4 Rented from a Council or New Town
- 5 Rented from a Housing Association
- 6 Rented privately
- 7 Rent free
- 8 Some other arrangement

{If Hous2a = private AND not a panel case OR House1=Yes AND Panel case}

Hous13

In whose name is this accommodation owned or rented?

- 1 Respondent only
- 2 Respondent and partner
- 3 Respondent and ex-partner
- 4 Respondent and parent(s)
- 5 Respondent and someone else
- 6 Partner only
- 7 Ex-partner only
- 8 Respondent's parent(s)
- 9 Other(s)

Soft Check

If Single parent household and Hous13=Respondent and Partner

Are you sure? This is a single parent household.

{If Hous13 = Ex-partner Only to Other}

Hous14

How much, if anything, do you pay towards your accommodation?

INTERVIEWER: ENTER WHOLE POUNDS ONLY

Range = 0..99997

{If Hous14 IN 1..9997}

Hous15

What period of time does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

THERE IS NO HOUS16

{If Not a panel case OR House1=Yes AND Panel case}

Hous17

How many separate bedrooms do you have here?

INCLUDE ONLY ROOMS TO WHICH RESPONDENT'S HOUSEHOLD HAS ACCESS.
'BEDROOMS' INCLUDES BOXROOMS AND BEDROOMS NOT CURRENTLY USED AS
BEDROOMS

Range = 0..10

Soft Check

If Hous17 < 5

ARE YOU SURE?

{If Hous2a=private}

Heat1^

SHOWCARD D2

What types of heating do you have in this home?

PROBE: What others?

INTERVIEWER ADD IF NECESSARY: Do you have central heating in this home?

- 1 Central heating
- 2 Night storage heater/s
- 3 Fixed room heater/fire (Gas or Electric)
- 4 Open fire/s or stove/s
- 5 Portable heaters (Electric, Bottled gas/paraffin or Oil-filled)
- 6 Other
- 7 (None of these)

{If more than one answer given at Heat1}

Heat2

SHOWCARD D2

What is the **main** type of heating you use in your living room in winter?

INTERVIEWER ADD IF NECESSARY: The room which is used regularly as the living room by the family, for example, where you watch TV, etc.

- 1 Central heating
- 2 Night storage heater/s
- 3 Fixed room heater/fire (Gas or Electric)
- 4 Open fire/s or stove/s
- 5 Portable heaters (Electric, Bottled gas/paraffin or Oil-filled)
- 6 Other
- 7 (None of these)

Houshe1

In winter, are you able to keep this accommodation warm enough?

CODE 'CAN'T AFFORD IT' AS 'NO'.

- 1 Yes
- 2 No

{If Houshe1 = no}

Houshe2^

Which parts of your home are not warm enough?

CODE ALL THAT APPLY

- 1 Children's bedrooms
- 2 Adult's bedrooms
- 3 Living rooms
- 4 Kitchen
- 5 Bathrooms, toilets or shower rooms
- 6 Other rooms
- 7 All rooms

{If Houshe1 = No}

Houshe4^

Why, do you feel, it is difficult to keep this/these room(s) warm enough? CODE ALL THAT APPLY

- 1 Heating is inefficient / broken
- 2 Poor insulation / drafts
- 3 The cost / too expensive
- 4 Some other reason

Houshe5

Do you have a pre-payment meter for your electricity?

- 1 Yes
- 2 No

{If Hous2a=private}

Hous18

SHOWCARD D3

How would you rate this property's state of repair?

- 1 Excellent - nothing needs doing
- 2 Very good - only minor problems
- 3 Fairly good - some problems, but not too many
- 4 Fairly poor - quite a lot of problems
- 5 Very poor - a lot of major problems
- 6 None of these - spontaneous

{If Hous18 not equal to Excellent}

Hous19a^

SHOW CARD D4

Are there any repairs that need to be done to your home such as the problems listed on this card?

PROBE: Which others?

CODE ALL THAT APPLY.

- 1 Rising damp in floor & walls
- 2 Water getting in from roof, gutters or windows
- 3 Bad condensation problems
- 4 Problems with mould growth
- 5 Electrical wiring
- 6 Plumbing
- 7 General rot and decay
- 8 Problems with insects
- 9 Problems with mice or rats
- 10 Problems with draughts
- 11 Other repairs (SPECIFY AT NEXT QUESTION)
- 12 None of these
- 13 *Windows need replacing*
- 14 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{If Hous19a = other}

Hous19b

ENTER DETAILS OF OTHER REPAIRS OR PROBLEMS.

{If Hous19a = Rising Damp to.Mould growth}

Hous20^

In which rooms do you have these problems with damp, leaking, mould growth or condensation?

PROBE: Which others?

CODE ALL THAT APPLY.

- 1 Children's bedrooms
- 2 Adult's bedrooms
- 3 Living rooms
- 4 Kitchen
- 5 Bathrooms, toilets or shower rooms
- 6 Other rooms
- 7 All rooms

{If Hous19a = draughts}

Hous20a^

In which rooms do you have problems with draughts?

PROBE: Which others?

CODE ALL THAT APPLY.

- 1 Children's bedrooms
- 2 Adult's bedrooms
- 3 Living rooms
- 4 Kitchen
- 5 Bathrooms, toilets or shower rooms
- 6 Other rooms
- 7 All rooms

{If Hous19a not equal to None}

Hous21^

Why [has this problem / have these problems] not been dealt with?

- 1 Council/landlord not doing them
- 2 Lack of own funds
- 3 Waiting on insurance claim
- 4 Problem recently reported to Council/landlord and waiting outcome
- 5 Problem not reported
- 6 Intend to fix it but not done yet
- 7 Don't know how to fix the problem
- 8 Other

{If Hous22 = renting}

Hous23

How much do *you* [and your partner/(or any ex-partner)] actually pay in rent *after* you have received any HOUSING BENEFITS or rent rebate, excluding any payments to pay off arrears?
WHOLE POUNDS ONLY

Range = 0..99997

{If Hous23 IN 1..99997}

Hous24

And what period of time does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

Hous24a

Can I just check, does this amount include ...
READ OUT IN TURN

... any charges for water?

- 1 Yes
- 2 No

Hous24b

... any charges for heating?

- 1 Yes
- 2 No

Hous24c

... any payments for council tax?

- 1 Yes
- 2 No

Hous24d

... any service charges (including hot water)?

- 1 Yes
- 2 No

{If Hous24a=Yes or Hous24b=Yes or Hous24c=Yes or Hous24d=Yes}

Hous24e

How much do you pay in rent **excluding** any charges for water, heating, council tax and service charges?

WHOLE POUNDS ONLY

Range = 1..99997

{If Hous22 = renting}

Hous25

And how much are your water charges?

IF WATER IS METERED SEEK ESTIMATE OF AVERAGE COST

EXCLUDE ANY ARREARS

WHOLE POUNDS ONLY

Range = 0..9997

Hous26

And what period of time does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{f Hous22 = renting}

Hous27

Do you receive any Housing Benefit or rent rebate?

- 1 Yes
- 2 No

{f Hous27 = yes}

Hous28

How much Housing Benefit/rent rebate do you receive?

FIRST CODE WHETHER YOU WILL RECORD AN AMOUNT OF MONEY OR A PROPORTION OF THE RENT.

- 1 Amount of money
- 2 Proportion (%) of the rent

{f Hous28 = Money}

Hous29

ENTER AMOUNT OF MONEY RECEIVED IN RENT REBATE/HOUSING BENEFIT.
WHOLE POUNDS ONLY.

Range = 1..9997

Hous30

And what period of time does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks

- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If Hous28 = Proportion}

Hous31

ENTER PROPORTION OF RENT RECEIVED IN REBATE/HOUSING BENEFIT

Range = 1..100

{If Hous27 = yes}

Hous32

So what is the total amount of rent for this accommodation? That is, the amount charged before any rebates or deductions but NOT including charges for water, heating, service charges and so on.

Range = 1..99997

Hous33

And what period of time does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

Hous34

Is your rent paid up to date at the moment, or do you have some rent arrears that will have to be paid?

- 1 Up to date
- 2 Some arrears

{If Hous34 = some arrears}

Hous35

How much are your rent arrears at the moment?

INTERVIEWER: FIRST ENTER WHETHER YOU WILL CODE AN AMOUNT OF MONEY OR A PERIOD OF TIME.

- 1 An amount of money
- 2 A number of weeks
- 3 A number of months

{If Hous35 = Money}

Hous36

ENTER AMOUNT OF RENT ARREARS TO NEAREST £.

Range = 1..9997

{If Hous35 = Weeks}

Hous37

ENTER NUMBER OF WEEKS IN ARREARS.

Range = 1..52

{If Hous35 = Months}

Hous38

ENTER NUMBER OF MONTHS IN ARREARS.

Range = 1..36

{If paying rent and not Panel case}

Hous39

As far as you are aware, do people who work 16 hours or more each week have any entitlement to Housing Benefit (rent rebate)?

- 1 Yes
- 2 Sometimes/it depends
- 3 No
- 4 Can't say

{If Hous22 = Mortgage}

Hous40

Is your mortgage ... READ OUT

- 1 ...an ENDOWMENT mortgage, (where your mortgage payments cover interest only),
- 2 ...a REPAYMENT mortgage, (where your mortgage payments cover interest and part of the original loan)
- 3 ...a PENSION mortgage, (where your mortgage payments cover interest only),
- 4 ...a PEP, Unit Trust, or ISA mortgage,
- 5 ...or both an ENDOWMENT (or any interest only) mortgage AND a REPAYMENT mortgage?
- 6 Other (Please specify)
- 7 *Interest only (not specified whether endowmnet or pension)*
- 8 *Capital and interest (not specified which types)*
- 9 *Other combinations of mortgage not covered by code 5 (e.g. ISA and REPAYMENT)*
- 10 *Other specific answer, not codeable to 1-9*
- 97 *Other vague answer, not codeable to 1-10*

{If Hous40 = other}

HousO40

INTERVIEWER: PLEASE SPECIFY OTHER TYPE OF MORTGAGE

Hous41

When was this mortgage first taken out? ENTER YEAR.

Range = 1930..2050

Soft Check

IF Hous41 <= FwYear

Are you sure? ^hous41 is after ^fwyear

Hard Check

IF Hous41 <= FWYEAR+1

Please change! Hous41 can't be ^hous41

{If Hous22 = Mort AND not panel OR Hous22 = Mort AND Panel AND (Hous40 is different from feed forward response)}

Hous42

How much was this mortgage when it was first taken out? ENTER AMOUNT IN WHOLE POUNDS.

Range = 100..999997

Soft Check

IF Hous42 <= 200000

ARE YOU SURE?

{If Hous22 = Mort}

Hous43

How much do you [and your partner/(or any ex-partner)] pay in total loan or mortgage payments for this accommodation including any mortgage protection policy?

WHOLE POUNDS ONLY

Range = 0..99997

{If Hous43 IN 1..99997}

Hous44

And what period of time does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If Hous22 = Mortgage}

Hous45

And may I just check, are you up to date with your loan or mortgage payments or are you now behind with your loan or mortgage?

- 1 Up to date
- 2 Behind

{If Hous45 = Behind}

Hous46

How much are your mortgage or loan arrears at the moment?

FIRST ENTER WHETHER YOU WILL CODE AN AMOUNT OF MONEY OR A PERIOD OF TIME.

- 1 An amount of money
- 2 A number of weeks
- 3 A number of months

{If Hous46 = Money}

Hous47

ENTER AMOUNT OF MORTGAGE OR LOAN WHICH IS IN ARREARS.
WHOLE POUNDS ONLY

Range = 1..99997

{If Hous46 = Weeks}

Hous48

ENTER NUMBER OF WEEKS IN ARREARS.

Range = 1..52

{If Hous46 = Months}

Hous49

ENTER NUMBER OF MONTHS IN ARREARS.

Range = 1..36

{If Hous22 = Mortgage}

Hous50

Can I just check, are you receiving Income Support or Jobseeker's Allowance at the moment?

- 1 Yes
- 2 No

{If Hous50 = yes}

Hous51

Is any of your mortgage interest being paid by the Department of Work and Pensions at the moment?

- 1 Yes
- 2 No

{If Hous51 = yes}

Hous52

How much do you receive towards your mortgage interest?

INTERVIEWER CODE 99997 IF RESPONDENT SAYS 'ALL OF IT', 99996 IF RESPONDENT SAYS 'HALF OF IT'

WHOLE POUNDS ONLY

Range = 1..99997

Hous53

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If Hous22 = Mortgage}

Hous54

How much are your water charges?

IF WATER IS METERED SEEK ESTIMATE OF AVERAGE COST
WHOLE POUNDS ONLY

Range = 0..9997

Hous55

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If Hous2a=private}

Hous56

In which band, from A to H, is your property valued for Council Tax?

- 1 Band A
- 2 Band B
- 3 Band C
- 4 Band D
- 5 Band E
- 6 Band F
- 7 Band G
- 8 Band H
- 9 Household accommodation not valued separately

{If Hous2a=private}

Hous56b

How much Council Tax do you actually pay, if any?

ENTER WHOLE POUNDS

Range = 0..9997

CTper

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If Hous2a=private}

Hous56a

Do you receive Council Tax Benefit?

- 1 Yes
- 2 No

{IF Hous56a = Yes}

Hous56d

How much Council Tax Benefit do you receive?

FIRST CODE WHETHER YOU WILL RECORD AN AMOUNT OF MONEY OR A PROPORTION OF THE COUNCIL TAX

- 1 Amount of money
- 2 Proportion (%) of the council tax"

{If Hous56a = Yes}

Hous56c

How much Council Tax Benefit do you receive?

ENTER WHOLE POUNDS

Range = 0..9997

Hous56e

ENTER PROPORTION OF COUNCIL TAX RECEIVED AS (COUNCIL TAX) BENEFIT. IF COUNCIL TAX ALL PAID FOR THEM, ENTER 100

Range = 1..100

CTBper

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If not Panel case}

Hous57

As far as you are aware, do people who work 16 hours or more each week have any entitlement to Council Tax Benefit?

- 1 Yes
- 2 Sometimes/it depends
- 3 No
- 4 Can't say

8 Education and training

ASKED FOR MAIN RESPONDENT AND PARTNER SEPARATELY

Intro

I am now going to ask about any Education and Training you may have had.

{If not panel OR if panel and was in continuous education at time of last interview}

Ed1

How old were you when you completed your *continuous* full time education?
ENTER AGE. ENTER '0' IF RESPONDENT HAD NO FORMAL EDUCATION.
ENTER '95' IF STILL IN FULL-TIME EDUCATION.

Range = 0..95

Ed10r

[In the last year / Since your last interview, that is 'month/year'] have you been on any educational or training courses?

- 1 Yes
- 2 No

{If Ed10r = yes}

Ed11r

How many courses have you attended?
(IF MORE THAN 3, IN FOLLOWING QS REFER TO 3 MOST RECENT)
IF 1+, START WITH MOST RECENT

Range = 1..97

TABLE FOR EACH COURSE

{If Ed10r=yes}

Ed12r

[Taking the most recent course/Taking the next course] did you complete the course?

- 1 Yes
- 2 No
- 3 Course still ongoing

{If Ed10r=yes}

Ed13r

[Is/Was] the course designed to lead to a qualification?

- 1 Yes
- 2 No

{If Ed13r=yes}

Ed14r^

SHOW CARD E1

Which qualifications [are/were] you aiming towards on that course?

INTERVIEWER: THERE ARE 15 CODES.

- 1 GCSE or SCE
- 2 GCE 'A'-level or AS level or Scottish National Qualifications (Higher level)
- 3 Level 1 NVQ or SVQ, Foundation GNVQ or GSVQ
- 4 Level 2 NVQ or SVQ, Intermediate GNVQ or GSVQ
- 5 Level 3 NVQ or SVQ, Advanced GNVQ or GSVQ
- 6 Level 4 NVQ or SVQ
- 7 Level 5 NVQ or SVQ
- 8 NVQ, SVQ or GNVQ - not sure what level
- 9 City & Guilds Part 1, RSA Certificate
- 10 BTEC First or General Certificate, BEC or TEC General Certificate, City & Guilds Part 2, Craft or Intermediate, RSA Advanced Diploma or Certificate
- 11 BTEC National Certificate or Diploma, City&Guilds Part 3, Final or Advanced Craft, ONC or OND
- 12 BEC Higher, TEC Higher, BTEC Higher, City & Guilds Part 4, HNC or HND
- 13 First degree, e.g. BSc, BA, BEd, MA at first degree level
- 14 Higher degree, e.g. MSc, MA, MBA, PGCE, PhD
- 15 Other qualification (PLEASE GIVE DETAILS IN NEXT QUESTION).
- 16 *City and Guilds/RSA-not sure what level*
- 17 *Other specific answer, not codeable to 1-16*
- 97 *Other vague answer, not codeable to 1-17*

{If Ed12a = other}

Ed14b

INTERVIEWER: ENTER DETAILS OF OTHER QUALIFICATION

END TABLE

{If non-panel, or if panel and has done a course leading to a qualification in last year, or if panel and respondent is different respondent to last year, or if panel and partner being interviewed}

Ed3a

SHOW CARD E2

(Now, thinking about all the qualifications you may have ...) From this list, please tell me the highest qualification which you have obtained.

INTERVIEWER: THIS REFERS TO RESPONDENT'S HIGHEST QUALIFICATION OVERALL (NOT JUST THOSE FROM ANY RECENT COURSES)

THERE ARE 7 CODES.

HIGHEST = NEAREST THE BOTTOM OF THE LIST.

- 1 GCSE grade D-G, CSE grade 2-5, SCE O Grades D-E, SCE Standard Grades 4-7, Scottish National Qualifications (Access level), SCOTVEC National Certificate Modules
- 2 GCSE grade A-C, GCE 'O'-level passes, CSE grade 1, SCE O Grades A-C, SCE Standard Grades 1-3, Scottish National Qualifications (Intermediate level), School Certificate / Matriculation
- 3 GCE 'A'-level, AS Level, SCE Higher Grades A-C, Scottish National Qualifications (Higher level)
- 4 First degree, eg BSc, BA, BEd, MA at first degree level
- 5 Higher degree, eg MSc, MA, MBA, PGCE, PhD
- 6 Other *academic* qualifications (PLEASE SPECIFY)
- 7 No, none of these
- 8 *Has qualification, level unknown*

- 9 Overseas qualification
- 10 Other specific answer, not codeable to 1-9
- 97 Other vague answer, not codeable to 1-10

{If Ed3a = Other}

Ed3b

INTERVIEWER: SPECIFY OTHER QUALIFICATION(S). RECORD AS MUCH DETAIL AS POSSIBLE, EG AWARDING BODY, LEVEL OF QUALIFICATION.

(NB THE NEXT QUESTION DEALS WITH VOCATIONAL QUALIFICATIONS, SO THEY SHOULD NOT BE RECORDED HERE.)

{If non-panel, or if panel and has done a course leading to a qualification in last year, or if panel and respondent is different respondent to last year, or if panel and partner being interviewed}

Ed2^

SHOW CARD E3

Do you have any of the qualifications listed on this card?

CODE ALL THAT APPLY

INTERVIEWER: THERE ARE 12 CODES. PRESS <F6> TO SEE OTHER CODES.

- 1 Level 1 NVQ or SVQ, Foundation GNVQ or GSVQ
- 2 Level 2 NVQ or SVQ, Intermediate GNVQ or GSVQ
- 3 Level 3 NVQ or SVQ, Advanced GNVQ or GSVQ
- 4 Level 4 NVQ or SVQ
- 5 Level 5 NVQ or SVQ
- 6 NVQ, SVQ or GNVQ - not sure what level
- 7 City & Guilds Part 1, RSA Certificate
- 8 BTEC First or General Certificate, BEC or TEC General, City & Guilds Part 2, Craft or Intermediate, RSA Advanced Diploma or Certificate
- 9 BTEC National Certificate or Diploma, City & Guilds Part 3, Final or Advanced Craft, ONC or OND
- 10 BEC Higher or TEC Higher, BTEC Higher, City & Guilds Part 4, HNC or HND
- 11 Other **vocational** or **pre-vocational** qualification (PLEASE GIVE DETAILS AT NEXT QUESTION)
- 12 No, none of these
- 13 City and Guilds/RSA-not sure what level
- 14 Other specific answer, not codeable to 1-13
- 97 Other vague answer, not codeable to 1-14

{If Ed2 = other}

Ed2a

INTERVIEWER: ENTER DETAILS OF OTHER VOCATIONAL OR PRE-VOCATIONAL QUALIFICATION.

{All}

Ed4^

SHOW CARD E4

Can I just check, in the past 12 months, that is since [date one year ago] have you taken part in any of the New Deal programmes shown on this card - or are you currently taking part in any?:

- 1 New Deal for lone parents
- 2 New Deal for 18-24 year olds
- 3 New Deal for long-term unemployed people (over 25)
- 4 New Deal for Disabled People
- 5 New Deal for partners of unemployed people
- 6 New Deal for over 50s
- 7 None of these

Ed20

Do you have a full driving licence?

- 1 Yes
- 2 No

{If Ed20 = Yes}

Ed21

Do you have regular access to a car, van, motorcycle or scooter for your own personal use?

- 1 Yes
- 6 No

{Those not working with access to a car/van/mortorcycle}

Ed22

If you were thinking of starting work, would you be able to use your car/van/motorcycle to travel to and from work, or would you use public transport instead?

INTERVIEWER: PROBE TO PRECODES. CODE 1 IF WOULD GET A LIFT TO WORK.

- 1 Use car, van, motorcycle to travel to work
- 2 Use public transport to travel to work
- 3 Mixed, sometimes car/van/motorcycle sometimes public transport
- 4 [SPONTANEOUS] Neither, there is no transport (either own or public) or none could rely on
- 5 [SPONTANEOUS] Walk, cycle or work at home
- 6 [SPONTANEOUS] Depends on where job is
- 7 [SPONTANEOUS] Doesn't think will ever work

{Those not working who either don't have a car or have a car but would use public transport or both public transport and their own transport to get to work}

Ed23

[If you were thinking of starting work, how / How] easy or difficult would it be for you to rely on public transport to get to and from work from here?

INTERVIEWER: IF EASY OR DIFFICULT PROBE TO PRECODES

- 1 Very easy
- 2 Quite easy
- 3 Quite difficult
- 4 Very difficult
- 5 Impossible
- 6 [SPONTANEOUS] Depends on job
- 7 [SPONTANTEOUS] Doesn't think will ever work

Ed24

If you were thinking of starting work, how easy or difficult would it be for you to rely on public transport to get to and from work from here?

INTERVIEWER: IF EASY OR DIFFICULT PROBE TO PRECODES

- 1 Very easy
- 2 Quite easy
- 3 Quite difficult
- 4 Very difficult
- 5 Impossible
- 6 [SPONTANEOUS] Depends on job
- 7 [SPONTANTEOUS] Doesn't think will ever work

9 Work

ASKED FOR MAIN RESPONDENT AND PARTNER SEPARATELY

Intro

WORK SECTION

Wrk1a

SHOW CARD F1

May I just check, what are you currently doing?

INTERVIEWER: THERE ARE 11 CODES.

- 1 Working 16 or more hours
- 2 Working fewer than 16 hours
- 3 Unemployed and seeking work
- 4 On a training scheme,
- 5 Full time education/at school
- 6 Sick/disabled (up to 6 months)
- 7 Sick/disabled (6 months or longer)
- 8 Looking after the home or family
- 9 Caring for a sick, elderly or disabled person
- 10 Retired,
- 11 Other
- 12 *Other specific answer, not codeable to 1-10*
- 97 *Other vague answer, not codeable to 1-12*

{If Wrk1a = other}

Wrk1b

INTERVIEWER; ENTER FULL DETAILS OF 'OTHER' ACTIVITY.

{If respondent is female and Wrk1a = 1, 2, 4, 5, 6, 7, 9 or 11}

Wrk1c

Can I just check, are you on maternity leave at the moment?

- 1 Yes
- 2 No

{If Wrk1c = Yes}

Wrk1d

And is this maternity leave paid or unpaid?

- 1 Paid
- 2 Unpaid

{If Wrk1c=Yes}

Wrk1e

When did this maternity leave start?

FIRST ENTER THE YEAR.

Range = 1999..2050

{If Wrk1e = response}

Wrk1f

... THEN ENTER THE MONTH IT BEGAN.

Range = 1..12

{If Wrk1a not equal to Working 16 or more hours or Working less than 16 hours}

Wrk2

[Since date of last interview/Have you ever] had a paid job or worked as a self-employed person?

1 Yes

2 No

{If Wrk2 = yes}

Wrk3

Which year did you leave your last paid job, either as an employee or self-employed?

ENTER THE YEAR

Range = 1930..2050

Soft check:

If Wrk3 = 1930 to 1970

ARE YOU SURE?

{If Wrk3 IN 1930..2002}

Wrk4

And in which month did you leave?

IF DK, ASK 'Was it Winter, Spring...?'

AND ENTER MID-SEASON MONTH: SEE HELP <F9>

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

{If last worked before April 2001}

Wrk5

How many years have you spent in paid work in the past?

PROBE FOR BEST ESTIMATE. IF UNDER ONE YEAR, CODE '0'.

Range = 0..60

{If Wrk2 = Yes }

WorkCh

COMPUTED VARIABLE:CALCULATE WHETHER RESP HAS WORKED SINCE DATE OF BIRTH OF ELDEST CHILD: REFER TO HHGRID

1 Yes

2 No

Working**COMPUTED VARIABLE: CALCULATE WORKING SITUATION**

- 1 Is currently in work
- 2 Not working, has worked since Apr 01
- 3 Not working, last worked before Apr 01
- 4 Never worked
- 5 Not working, has worked, date unknown

pWorkin**COMPUTED VARIABLE: PANEL VERSION OF THE QUESTION WORKING**

- 1 Is currently in work
- 2 Not currently working, has worked since date of last interview
- 3 Not currently working, last worked before date of last interview
- 4 Never worked
- 5 Not working, has worked, date unknown

{If Working = Currently working or Worked since April 01 OR pWorkin = Currently Working or Worked since last interview}

Wrk6a

When did you start your [current/last] job where you [are/were] [working for less than 16 hours a week / 16 hours a week or more]?

(JOB = PERIOD OF PAID WORK WITH ONE EMPLOYER OR PERIOD OF CONTINUOUS SELF-EMPLOYMENT.)

IF MORE THAN ONE JOB, ASK FOR **MAIN** JOB ONLY.

FIRST ENTER THE YEAR.

Range = 1930..2050

NODK,NOREFUSAL

Soft check:

IF Wrk6 < 1970
ARE YOU SURE?

{If Wrk6 = RESPONSE}

Wrk6b

NOW ENTER THE MONTH.

IF 'DK', ASK 'Was it Winter, Spring...?' AND ENTER MID-SEASON MONTH

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

{If Working = Currently working or Worked since April 01 OR pWorkin = Currently Working or Worked since last interview}

WrkStat

I'd like to ask you now about [your present/last job]. [Are/Were] you an employee or [are/were] you self-employed in this job?

- 1 Employee
- 2 Self-employed
- 3 Government scheme
- 4 Unpaid family worker

Wrk9a

What [does/did] the firm/organisation you work(ed) for mainly make or do at the place where you work(ed)?

DESCRIBE FULLY - PROBE MANUFACTURING or PROCESSING or DISTRIBUTING ETC. AND MAIN GOODS PRODUCED, MATERIALS USED, WHOLESALE or RETAIL ETC.

HELP SCREEN: The answer that you need to record should be an *activity*, not a title, name or a vague heading (eg. leisure industry, health care, motor trade).

OPEN VARIABLE.

Wrk9b

What [is/was] your (main) job?

ENTER JOB TITLE.

IF PARTNER HAS MORE THAN ONE JOB, THE MAIN JOB IS THE ONE THEY WORK(ED) IN THE MOST HOURS/ IF WORK(ED) IN BOTH JOBS FOR THE SAME NUMBER OF HOURS THE MAIN JOB IS THE MOST RENUMERATIVE.

OPEN VARIABLE.

Wrk9c

What [did/do] you mainly do in your job?

DESCRIBE FULLY - PROBE FOR DETAILS OF WHAT THEY DO. FOR EXAMPLE, IF A TEACHER, PROBE FOR WHETHER TEACH PRIMARY OR SECONDARY PUPILS. IF AN ENGINEER, PROBE FOR TYPE OF ENGINEER - ELECTRICAL, CHEMICAL, CIVIL ETC.

ENTER DESCRIPTION.

OPEN VARIABLE.

Wrk9d

What training or qualifications [are/were] needed for that job?

ENTER FULL DESCRIPTION, INCLUDING GRADE OR LEVEL WHERE APPROPRIATE.

QUALIFICATIONS NEEDED FOR JOB

OPEN VARIABLE.

{If WrkStat = employee}

Wrk10

[Do/Did] you have formal responsibility for supervising the work of other employees?

DO NOT INCLUDE PEOPLE WHO ONLY SUPERVISE:

CHILDREN, (E.G. TEACHERS, NANNIES, CHILDMINDERS) ANIMALS, SECURITY OR BUILDINGS, E.G. CARETAKERS, SECURITY GUARDS

- 1 Yes
- 2 No

Wrk10a

Please describe the type of responsibility you have/has/had for supervising the work of other employees.

INTERVIEWER: PROBE FOR WHO AND WHAT IS BEING SUPERVISED

{If WrkStat = employee}

Wrk11

How many employees [are/were] there at the place where you [work/worked]?

This is the total number of employees within the 'local unit' at which the respondent works (the location where their job is mainly carried out). Normally this is a single building, part of a building, or at the largest, a self-contained group of buildings.

- 1 1-9
- 2 10-24
- 3 25-499
- 4 or 500 or more

{If Currently Working and WrkStat = employee}

Friend1^

SHOW CARD F2

Which, if any, of these things are available at your workplace - it doesn't matter whether you use them or not?

PROBE: What others?

IF RESPONDENT HAS MORE THAN ONE JOB, ANSWER FOR HER/HIS MAIN JOB.

- 1 Part-time work, allowing me to work fewer days per week
- 2 Part-time work, allowing me to work fewer hours per day
- 3 Flexi-time, so I can choose when to work my required hours
- 4 Working from home, at least some of the time
- 5 Job-sharing, where part-timers share one full-time job
- 6 Paid time off when the children are ill
- 7 Unpaid time off when the children are ill
- 8 None of these

{If WrkStat = self-employed}

Wrk12a

ASK OR CODE: [Are/Were] you working on your own or [do/did] you have any employees?

- 1 on own/ with partner(s), but no employees
- 2 with employees

{If WrkStat = self-employed and Work12a = with employees}

Wrk12b

How many people [do/did] you employ at the place where you [work/worked]?

- 1 1-9
- 2 10-24
- 3 25-499
- 4 or 500 or more

THERE IS NO WRK13

{If WorkStat = Employee}

Wrk14

[Are/Were] you a member of a Trade Union or Staff Association?

- 1 Yes
- 2 No

{If Currently working and WorkStat = Employee}

Wrk15

Do you think your job is considered by your employer to be ... READ OUT:

- 1 ... a temporary job (lasting less than 12 months),
- 2 a fixed term job (lasting between 1 and 3 years),
- 3 or, a permanent job (with no fixed time for ending)?

Wrk15a

[Does/Did] your employer run a pension scheme or superannuation scheme for which you [are/were] are eligible?

INTERVIEWER: IF PROMPTED INCLUDE CONTRIBUTORY AND NON-CONTRIBUTORY SCHEMES.

- 1 Yes
- 2 No

{If wrk15a=YES}

Wrk15b

[Do/Did] you belong to your employer's pension scheme?

- 1 Yes
- 2 No

Wrk16a

How often [are/were] you paid in your [last] job?

INTERVIEWER: SUGGEST RESPONDENT CONSULTS PAYS LIP

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

Wrk16b

ASK OR CODE

Do you have a recent payslip to hand, which you could consult?

- 1 Latest payslip consulted
- 2 Old payslip consulted
- 3 Payslip not consulted
- 3 No payslip provided by employer

*{If Wrk16a = RESPONSE}***Wrk17**

When you were last paid, how much did you receive, that is after all deductions for tax, national insurance, pension contributions, union dues and so on, but **including** overtime, tax credits, bonuses, commission, tips, etc.

INTERVIEWER: PROBE FOR BEST ESTIMATE.

ENTER WHOLE POUNDS ONLY, **DO NOT** USE A DECIMAL POINT

Range = 1..999997

Wrk17a

[Does/Did] this amount include a payment of Working Tax Credit?

- 1 Yes
- 2 No

*{If Wrk17a=Yes}***Wrk17b**

How much Working Tax Credit did you receive?

INTERVIEWER: ENTER WHOLE POUNDS ONLY

Range = 1..9997

Soft Check

IF Wrk17b<=300

INTERVIEWER PLEASE CHECK - Wrk17b.

Amount recieved from WTC seems high.

Check to see if there has been any obvious miscodes (e.g. Have you not coded WHOLE POUNDS).

Please enter note to explain.

*{If Wrk17b = response}***Wrk17c**

What period does that Working Tax Credit payment cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week

- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{IfWrk17c <=52}

WkPayTC

COMPUTED VARIABLE. WEEKLY AMOUNT OF WTC

{IfWrk16a = One Week to One Year}

WkPay

COMPUTED VARIABLE. WEEKLY PAY

Soft Check

WkPay<=2000

INTERVIEWER PLEASE CHECK - Wrk17/Wrk16a.

The respondent's weekly pay seems high. Check to see if there has been any obvious miscodes (e.g. Have you not coded WHOLE POUNDS, is the period for which pay is received correct?).

{IfWrk16a = RESPONSE}

Wrk18

May I just check, what deductions were made from this pay for pension contributions?

INTERVIEWER: ENTER WHOLE POUNDS ONLY. IF NONE, ENTER '0'.

Range = 0..9997

WkPay18

COMPUTED VARIABLE. WEEKLY AMOUNT OF PENSION CONTRIBUTIONS

{IfWrk16a = RESPONSE AND IfWrk14 = yes, belongs to Trade Union}

Wrk19

And may I just check, what deductions were made from this pay for union dues?

INTERVIEWER: ENTER WHOLE POUNDS ONLY. IF NONE, ENTER '0'.

Range = 0..9997

WkPay19

COMPUTED VARIABLE. WEEKLY AMOUNT OF UNION FEES

{IfWrk16a = RESPONSE}

Wrk20

Were there any other deductions from this pay, except for tax and National Insurance?

- 1 Yes
- 2 No

{IfWrk20 = yes}

Wrk21

How much were these other deductions?

INTERVIEWER: WHOLE POUNDS ONLY

Range = 1..9997

WkPay21

COMPUTED VARIABLE: WEEKLY AMOUNT OF OTHER DEDUCTIONS

GrossPay

COMPUTED VARIABLE: GROSS PAY

Range = 0..9999997

{Display of pay and deductions}

WrkDisp

INTERVIEWER, PRESS <ENTER> TO CONFIRM YOUR ENTRIES:

TAKE HOME PAY = (Wrk17)

TAX CREDITS = (Wrk17b)

PENSION DEDUCTION = (Wrk18)

UNION DUES = (Wrk19)

OTHER DEDUCTIONS = (Wrk21)

{If Wrk16a = RESPONSE}

Wrk22

[Is/Was] National Insurance usually deducted from your earnings?

- 1 Yes
- 2 No

{If Wrk16a = RESPONSE}

Wrk23

[Do/Did] you usually have Income Tax deducted from your earnings?

- 1 Yes
- 2 No

{If Wrk16a = RESPONSE}

Wrk24

You said you were paid £[Wrk17] last time. [Is/Was] this the amount you [are/were] usually paid?

- 1 Yes
- 2 No

{If Wrk24 = no}

Wrk25

Can I just check what [is/was] the amount you [are/were] usually paid?
IF VARIES, OR JUST STARTED JOB, ENTER DON'T KNOW [CTRL+K].

Range = 1..999997

{If Wrk16a = RESPONSE}

Wrk26

Can I check, [are/were] you on an hourly rate of pay in this job?

- 1 Yes
- 2 No

{If Wrk26=Yes}

WrkHr

What [is/was] your **basic** hourly rate?

NOT INCLUDING OVERTIME RATES

USE DECIMAL POINT TO RECORD HOURLY PAY IN POUNDS AND PENCE.

Range = 0.01..997.00

WrkHrD

INTERVIEWER: YOU'VE ENTERED A RATE OF £[WrkHr] PER HOUR. PRESS 'ENTER' TO CONFIRM THIS IS CORRECT.

{If WrkStat = employee}

Wrk27

How many hours a week [do/did] you usually work in this job, excluding meal breaks but including any paid overtime?

IF NO FIXED HOURS, ENTER 997.

Range = 1..997

Wrk30

How much [do/did] you spend **per week** on travel to and from work?

INTERVIEWER: PLEASE CODE POUND AND PENCE.

IF NOTHING ENTER 0

Range = 0.00..250.00

Soft check:

IF Wrk30 > 50

ARE YOU SURE?

{If WrkStat = employee AND currently in work}

TravWr

How do you usually travel to work?

CODE ONE ONLY, FOR THE LONGEST PART, BY DISTANCE, OF USUAL JOURNEY TO WORK.

If different methods used on different days of the week, code method used on the majority of days in the week.

- 1 Underground, metro, light rail, tram
- 2 Train
- 3 Public bus, minibus or coach
- 4 Motorcycle, scooter or moped
- 5 Car or van
- 6 Taxi/minicab
- 7 Bicycle
- 8 On foot
- 9 Usually works from home
- 10 Other (Please specify)
- 11 *Other specific answer, not codeable to 1-9*
- 97 *Other vague answer, not codeable to 1-11*

{If TravWr = Other}

XtravSc

Please specify other answer.

{If WrkStat = self-employed}

Wrk31

You said you [are/were] self-employed in this job. May I just check, are/were you paid a salary or wage by an employer?

- 1 Yes
- 2 No

{IfWrk31 = yes}

Wrk33^

And may I just check, in this job [are/were] you...READ OUT..

- 1 Paid a salary or wage by an agency?
- 2 A sole director of your own limited business?
- 3 Running a business or professional practice?
- 4 Working for yourself?
- 5 A sub-contractor?
- 6 Or doing freelance work?
- 7 None of the above

{IfWrkStat = Self-employed}

Wrk34

How many hours each week [do/did] you usually work, including doing the books, VAT and so on?

Range = 0..168

Soft check:

IF Wrk34 > 100

ARE YOU SURE?

{IfWrk34 = DK}

Wrk35

Can you give me an estimate of the number of hours you usually work[ed] per week? Is it ... READ OUT

- 1 ...0-15,
- 2 16-23,
- 3 24-29?
- 4 or, 30 or more?

{IfWrkStat = Self-employed}

Wrk36

How long have you been [self-employed and working for others/in business]?

- 1 Under 6 months
- 2 6 months or more

{IfWrk36 = under 6 months}

Wrk37

What do you think your income from the business will be over the next six months?

Range = 0..999997

{IfWrk37 = 1..999997}

Wrk38

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{IfWrk36 = 6 months or more}

Wrk39

On average, how much money do you take out of your business **each week** for your own and your family's use?

Range = 0..9997

Wrk40

Is this amount **all** the cash profit you make from your business or do you make an additional profit when you add up your income and expenses, which you take as extra income or a bonus?

- 1 Weekly allowance is only profit
- 2 Make additional profit
- 3 Makes a loss

{IfWrkStat = self-employed and Wrk40=Make additional profit}

Wrk41

So what do you estimate [is/was] your total income from the business after all expenses, taxes etc?

Range = 1..999997

{IfWrk41 = 1..999997}

Wrk42

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks

- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{IfWrk36 = 6 months or more}

Wrk43

What is the most recent year for which you have full accounts?

Range = 1990..2050

{IfWrkStat = self-employed}

Wrk47

How much National Insurance [do/did] you pay?

RECORD TO THE NEAREST WHOLE £

Range = 0..99997

Wrk48

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If Working = Worked since April 01 OR pWorkin = Worked since last interview}

Wrk76

SHOW CARD F3

What was the **main** reason why you left your last main job?

CODE ONE MAIN REASON ONLY.

- 1 It was a fixed term or temporary job
- 2 You were made redundant
- 3 You were dismissed
- 4 You were pregnant
- 5 For health reasons
- 6 You decided to leave yourself
- 7 College/ full-time study
- 8 Wanted to look after family
- 9 Childcare broke down
- 10 Breakdown of marriage/relationship
- 11 Problems with transport
- 12 Another reason (SPECIFY AT NEXT QUESTION)
- 13 *Financial reasons (these could be coded as 6, you decide to leave yourself)*
- 14 *Retired*
- 15 *Other specific answer, not codeable to 1-14*
- 97 *Other vague answer, not codeable to 1-15*

{If Wrk76 = other}

Wrk77

ENTER OTHER REASON FOR LEAVING LAST JOB.

{If Wrk76 = Problems with Transport}

PrbTyp^

What sort of problems with transport were these?

INTERVIEWER: CODE ALL THAT APPLY

- 1 Too far
- 2 Car not available
- 3 Don't have a current driving licence/can't drive
- 4 Cost of petrol
- 5 Lack of parking facilities
- 6 Cost of parking
- 7 Traffic congestion/roadworks
- 8 Inadequate public transport
- 9 Cost of using public transport
- 10 Personal physical difficulties/disability
- 11 Personal safety concerns
- 12 Congestion charges
- 13 Other (Please specify)
- 14 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{if PrbTyp = other}

PrbOTyp

What other problems?

{If Working = Currently working or Worked since April 01 OR pWorkin = Currently Working or Worked since last interview}

Wrk78

Apart from the job you have just told me about, do you (did you at the **same** time) do any other paid work that brings (brought) you a regular income?

(INCLUDES FOSTERING FEES & SIMILAR ALLOWANCES)

- 1 Yes
- 2 No

{If Wrk78 = yes}

Wrk79^

What kind of extra paid work [do/did] you do?

- 1 Cleaning (includes domestic work)
- 2 Social care, care for adults
- 3 Childcare, babysitting
- 7 Secretarial work
- 8 Catering
- 9 Fostering
- 10 Hairdressing
- 11 Catalogue agent
- 12 Shop assistant
- 13 Teaching
- 14 Other specific answer, not codeable to 1-10
- 97 Other vague answer, not codeable to 1-11

{If Wrk78 = yes}

Wrk80

[Do/Did] you work as an employee in this work or [are/were] you self-employed?

- 1 Employee
- 2 Self-employed
- 3 Government scheme
- 4 Unpaid family worker

NODK, NOREFUSAL

{If Wrk78 = yes}

Wrk81

How much [do/did] you receive for this extra paid work, after taxes and any other deductions?

INTERVIEWER:INCLUDE MONEY FROM ALL THEIR JOBS.

Range = 0..99997

{If Wrk81 = 1..99997}

Wrk82

What period of time does that amount cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year

- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{IfWrk81 = 1..9997}

Wrk83

And how many hours each week [do/did] you usually work for this extra money?

Range = 1..97

{IfWrk78 = yes}

Wrk84

How often [do/did] you do this extra paid work?

- 1 Every week
- 2 Every second week
- 3 Every third week
- 4 Every fourth week
- 5 Less often than this

TrainIntro

QUESTIONS ABOUT TRAINING

{IfWrkStat = emp and been in job for at least 2 months}

Wrk86

[Have you done/Did you do] any work-related training, or [has/did your employer ever offer[ed]] you any work-related training in [the last 12 months/your last 12 months in this job]?

IF YES: PROBE TO ANSWER CATEGORIES.

- 1 yes, done work related training
- 2 yes, offered but not attended work-related training
- 3 no

{IfWrk86 = yes done}

Wrk88

Was that training ... READ OUT ...

- 1 ...on the job training only,
- 2 training away from your job,
- 3 or both?

Wrk89

In total, in the last 12 months how much training did you do?

- 1 Half a day
- 2 One day only
- 3 2-3 days
- 4 4-5 days
- 5 Less than two weeks
- 6 Two weeks or more

10 Activity History

ASK FOR MAIN RESPONDENT AND PARTNER SEPARATELY

For panel cases, entry into the activity history module is conditioned upon the respondent having started their current spell of activity in the 12 months after the date of the last interview. If started their current activity before that date, work history is ignored. If started their current activity after that date, ask about each activity until get to activity that commenced prior to the date of interview.

Textfill:

^PACTIV:= activity coded in previous iteration

^CACTIV:= activity coded in current iteration

^ACTIVITY:= response from Wrk1a

IF Wrk1a = FullT or PartT, THEN ^WHENSTART:= You also said that you started work in {response from Wrk7}{response from Wrk6}. PRESS 'ENTER' TO CONFIRM START YEAR IS CORRECT. IF NOT CORRECT, TYPE IN CORRECT YEAR.

IF Wrk1a <> FullT or PartT, THEN ^WHENSTART:= How long have you been ^ACTIVITY? When did it start? FIRST ENTER THE YEAR.

if first iteration of table:

^ALREADY:= (OR IF IT IS ALREADY INSERTED, PRESS <ENTER> TO CONFIRM)

^DISPYR:= PRESS <ENTER> TO CONTINUE

^DISPMO:= PRESS <ENTER> TO CONTINUE

Else if second or subsequent iteration of table:

^ALREADY:=

^DISPYR:= FIRST ENTER THE YEAR...

^DISPMO:= ...NOW ENTER THE MONTH

OVERVIEW OF WORK HISTORY TABLE: note that entries in parentheses are automatically displayed, from a previous answer

	Activity	Short label	Activity start year	Activity start month	end year	end month	if activity = work, extra Qs
1.	(=current activity)		(if=work, auto disp)	(if=work, auto disp)	(=2003)	(=month of wave 5 intervw)	(skipped for first iteration)
2.			(= end year from 1.)	(= end month from 1.)			
3. etc			(= end year from 2.)	(= end month from 2.)			

FIRST ITERATION

Wrksta is automatic, DISPLAY ONLY at the first iteration: the program copies this data into the Work Activity area, for completeness and ease of analysis.

Wrksta[1]

INTERVIEWER: DISPLAY OF CURRENT ACTIVITY, PRESS <ENTER> TO CONTINUE :

- 1 Working 16 or more hours
- 2 Working fewer than 16 hours
- 3 Unemployed and seeking work
- 4 On a training scheme,
- 5 Full time education/at school
- 6 Sick/disabled (up to 6 months)
- 7 Sick/disabled (6 months or longer)
- 8 Looking after the home or family
- 9 Caring for a sick, elderly or disabled person
- 10 Retired,
- 11 Other

Display of the 'WORK STATUS' LABEL from above question or

Wrklab[1]

ENTER (SHORT) DESCRIPTION OF 'OTHER' ACTIVITY.

{If currently in work: Work1a = 1 or 2}

Wrksyr[1]

I'd now like you to think about what you have been doing over the last year or so, back to [*date of last interview/2003*]. Earlier you said that last week you were ^ACTIVITY. [How long have you been ^ACTIVITY? When did it start? / You also said that you started work in month/year.].
(ENTER YEAR)

HELP SCREEN: Each job recorded should be with a different employer. If the respondent moves to a different job within the same organisation this counts as the same job unless they change from working up to 16 hours to 16 hours or more hours, or vice-versa.

INTERVIEWER: CHECK THAT RESPONDENT HAS BEEN DOING THIS CONTINUOUSLY SINCE THEN AND THAT THERE WAS NO TIME IN BETWEEN WHEN THE SITUATION CHANGED.

Range = 1940..2050

Wrksmo[1]

INTERVIEWER: ENTER MONTH RESPONDENT STARTED BEING ^CACTIV. ^ALREADY

Range = 1..12

Wrkfyr[1]

ASK OR CODE: When did that period of being ^CACTIV stop?

Range = 1940..2050

Wrkfmo[1]

ENTER MONTH RESPONDENT STOPPED BEING ^CACTIV.

Range = 1..12

SECOND AND SUBSEQUENT ITERATIONS

Wrksta[2+]

What were you doing immediately before this period when you were ^PACTIV?
READ OUT...CODE FIRST TO APPLY

- 1 Working 16 or more hours
- 2 Working fewer than 16 hours
- 3 Unemployed and seeking work
- 4 On a training scheme,
- 5 Full time education/at school
- 6 Sick/disabled (up to 6 months)
- 7 Sick/disabled (6 months or longer)
- 8 Looking after the home or family
- 9 Caring for a sick, elderly or disabled person
- 10 Retired
- 11 Other

Wrklab[2+]

[DISPLAY WORK STATUS LABEL FROM PREVIOUS QUESTION]

If other: Wrksta = 11

ENTER (SHORT) DESCRIPTION OF 'OTHER' ACTIVITY

Wrksyr[2+]

When did you start that period of being ^CACTIV?

FIRST ENTER THE YEAR.

INTERVIEWER: CHECK THAT RESPONDENT HAS BEEN DOING THIS CONTINUOUSLY SINCE THEN AND THAT THERE WAS NO TIME IN BETWEEN WHEN THE SITUATION CHANGED.

Range = 1940..2050

Wrksmo[2+]

INTERVIEWER: ENTER MONTH RESPONDENT STARTED BEING ^CACTIV

Range = 1..12

Wrkfyf[2+]

And can I check, that period of being ^CACTIV *stopped* in...

READ THE YEAR, PRESS <ENTER> TO CONFIRM?

Range = 1940..2050

Wrkfmo[2+]

MONTH RESPONDENT STOPPED BEING ^PACTIV.

PRESS <ENTER> TO CONFIRM:

Range = 1..12

NEXT SEQUENCE IS SKIPPED FOR ITERATION 1, ONLY COMING UP FOR 2+, IF ACTIVITY = WORK

{If Wrksta[2+] = 1 or 2}

Wrkemp[2+]

Were you working as an employee or were you self employed?

- 1 Employee

- 2 Self-employed
- 3 Government scheme
- 4 Unpaid family worker

Wrkhrs[2+]

About how many hours a week did you usually work in this job, excluding meal breaks but including any paid overtime?

IF NO FIXED HOURS, ENTER 997

Range = 1..997

Wrkpay[2+]

What was your usual *take home* pay in this job?

IF NO USUAL PAY, ENTER AMOUNT RECEIVED IN LAST WAGES.

ESTIMATE OK

Range = 1..999999

{If Wrkpay = 1..999999}

Wrkppd[2+]

What period of time did that pay cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If Wkrsta = Unemployesd or Looking after Family}

WrkIS[2+]

Were you receiving Income Support or Jobseeker's Allowance (JSA) at that time? IF YES: Income Support or Jobseeker's Allowance?

- 1 Yes, Income Support
- 2 Yes, JSA
- 3 Both
- 4 No, neither

END OF TABLE.

{REPEAT Wkrsta - Wrksig UNTIL START DATE OF ACTIVITY IS APRIL 2002 / DATE OF LAST INTERVIEW OR EARLIER.}

WORK HISTORY CHECKS:

Hard: dates at Wrksyr and Wrkfyr must be after respondent's year of birth, else display: THIS IS BEFORE THE RESPONDENT WAS BORN. PLEASE AMEND.

Soft: dates at Wrksyr and Wrkfyr should be after respondent's 15th birthday, else display: ARE YOU SURE? THE RESPONDENT WAS VERY YOUNG.

Hard: start dates and end dates must be on or before the date of interview, else display: THIS DATE IS IN THE FUTURE. PLEASE AMEND.

Hard: end date must be after start date, else display: THE END DATE IS BEFORE THE START DATE. PLEASE AMEND.

Soft: two consecutive activities should not have the same activity code at Wkrsta, unless they are FullT or PartT, else display: THIS IS THE SAME ACTIVITY CODE AS THE PREVIOUS ACTIVITY. PLEASE AMEND OR EXPLAIN IN A NOTE.

Hard: the start date of activity [n] must be before the start date of activity [n-1], else display: THE PREVIOUS START DATE IS BEFORE THIS ONE. PLEASE AMEND.

Soft: if the start date of one activity is not immediately after the end date of the previous activity, display: THERE IS A GAP OR OVERLAP BETWEEN SPELL {^n} AND THE SPELL ABOVE. THIS ACTIVITY FINISHES ON ^DATE BUT THE ACTIVITY ABOVE STARTS ON ^DATE. PLEASE CHANGE. IF YOU SUPPRESS THIS WARNING YOU MUST EXPLAIN IN A NOTE.

{If lone parent now, if working now, started work since October 1999, and immediately prior spell was receiving IS or JSA}

LPBR1

Some lone parents who leave Income Support or JSA and move into work may keep their Income Support or JSA payments for two weeks. Were you aware of this?

- 1 Yes
- 2 No

{If LPBR=Yes}

LPBR2

How did you hear about this scheme?

- 1 Jobcentre / Jobcentre Plus / Benefits Office
- 2 Citizen's Advice Bureau
- 3 Welfare Rights worker
- 4 Work colleagues
- 5 Friends
- 6 Advertisement
- 7 Other

{If LPBR=Yes}

LPBR3

Have you [ever] benefited from this scheme yourself [since [date of last interview]]?

- 1 Yes
- 2 No

{LPBR3=Yes}

LPBR4

If you had not received the Benefit Run-on would you ... READ OUT ...

- 1 ... have not been able to move into work,
- 2 ... have moved into work, but found it more difficult to manage financially, or
- 3 ... have moved into work and not had any financial difficulties doing so?

{The following is asked of PARTNERS ONLY}

{All not currently receiving WTC in pay: Wrk17a ne yes (Taken from the main respondent's answers)}

pFC1a

There is a payment available to help parents who work more than 16 hours a week. Do you know the name of this payment?

IF 'YES' ASK: What is it called?

DO NOT READ OUT.

- 1 Family Credit
- 2 FIS
- 3 Working Tax Credit
- 4 Child Tax Credit
- 5 Income Support
- 6 Family Allowances
- 7 Working Families Tax Credit
- 8 Don't know
- 9 Other name (SPECIFY AT NEXT QUESTION)

11 Childcare arrangements

ASKED OF MAIN RESPONDENT ONLY

{If respondent is currently working and any children aged 0 – 16 in household}

Cintro

The next section is about childcare arrangements that you may use to look after your child(ren) when you are working. This includes care provided by family, friends or formal providers; unpaid and paid childcare; and any childcare provided by an employer.

EMPLOYER-PROVIDED CHILDCARE - QUESTIONS AT OVERALL LEVEL

{If respondent currently working as an employee}

Ech1

First, can I just check. Does [your employer/ your employer or your partner's employer] provide childcare of any kind or offer you help to pay for the cost of your childcare, even if you do not make use of it?

INCLUDE PAYMENTS FOR CHILDCARE. INCLUDE ANY ON-SITE FRANCHISES:

- 1 Yes
- 2 No

{If Ech1=Yes}

Ech3

Do you make use of this childcare or help?

- 1 Yes
- 2 No

{If Ech3=No}

Ech4^

What are the reasons for not using this childcare?

CODE ALL THAT APPLY

- 1 Quality of provision
- 2 Location
- 3 Unavailability/Not enough places
- 4 Cost
- 5 Child too old or too young
- 6 Prefer my own childcare arrangements
- 7 Other

TABLE FOR EACH CHILD IN THE HOUSEHOLD

Wrkch1 (Wrk49)

ASK OR CODE: Is [name of child] old enough to go to school?

- 1 Yes
- 2 No

Wrkch2a^

SHOW CARD F4

First, thinking about during school term-time. When you are working, what are your usual arrangements for looking after [name of child]?

- 1 Partner
- 2 Ex-partner
- 3 Parent(s)/in law
- 4 Child(ren)'s older brother or sister
- 5 Other relative/friend
- 6 Day nursery
- 7 Creche
- 8 Nursery school
- 9 Playgroup or pre-school
- 10 Registered childminder
- 11 Unregistered childminder
- 12 Nanny/au pair/home childcarer
- 13 After school club/breakfast club
- 14 Holiday play scheme
- 15 I only work(ed) during school hours
- 16 Old enough to look after themselves
- 17 I take/took them to work with me
- 18 I work(ed) at home
- 19 Other type of arrangement (Please enter note)

{IF Wrkch2a = more than three types of arrangements}

Wrkch2

SHOW CARD F4

And of these childcare arrangements, which @Bthree@B do you use the most?

CODE UP TO THREE RESPONSES.

- 1 Partner
- 2 Ex-partner
- 3 Parent(s)/in law
- 4 Child(ren)'s older brother or sister
- 5 Other relative/friend
- 6 Day nursery
- 7 Creche
- 8 Nursery school
- 9 Playgroup or pre-school
- 10 Registered childminder
- 11 Unregistered childminder
- 12 Nanny/au pair/home childcarer
- 13 After school club/breakfast club
- 14 Holiday play scheme
- 15 I only work(ed) during school hours
- 16 Old enough to look after themselves
- 17 I take/took them to work with me
- 18 I work(ed) at home
- 19 Other type of arrangement (Please enter note)

Wrkch1a

When you are working, do you use the same childcare arrangements for looking after [name of child] during school term-time and in school holidays?

INTERVIEWER: IF USE MORE THAN ONE ARRANGEMENT/PROVIDER, ALL MUST BE THE SAME IN SCHOOL TIME AND HOLIDAYS TO CODE YES

- 1 Yes
- 2 No

{If Wrkch1a =yes }

Wrkch1c

Are the number of hours per week used to look after [name of child] the same during school term-time and in school holidays (for each childcare provider)?

INTERVIEWER: IF NUMBER OF HOURS NOT THE SAME: Do you use more hours of childcare during school term-time or less hours during school term-time?

IF DOES NOT USE ANY CHILDCARE, CODE 'YES'.

- 1 No - Use more hours during school term-time
- 2 No - Use less hours during school term-time
- 3 Yes

RESPONDENT'S USE OF CHILDCARE DURING SCHOOL TERM-TIME**TABLE FOR EACH CHILD AND EACH TYPE OF CHILDCARE USED**

(If Wrkch2 = Partner to Holiday Play Scheme)

{If Wrkch2 =Nanny/Au Pair/home childcarer }

HcarerA

Does the Nanny/ Au Pair/home childcarer who looks after [name of child] live in your home?

- 1 Yes
- 2 No

{If Wrkch2 =Nanny/Au Pair/home childcarer }

HcarerB

Is the Nanny/ Au Pair/home childcarer who looks after [name of child] approved?

PROBE IF UNSURE: Do you know if they have a certificate of approval? IF SO, CODE YES.

HELP SCREEN: This means the childcarer is approved by Ofsted to care for children under 8 years old in the home of the child's parents. Being approved is **not** the same as being 'registered' childcare.

- 1 Yes
- 2 No

{For each type of childcare: Wrkch2= Partner to Holiday Play scheme}

Wrkch3

How many hours per week does [name of child] spend being looked after by ... [type of childcare mentioned at Wrkch2] ... during school term-time?

Range = 1..168

{For each type of childcare: Wrkch2= Ex-Partner to Holiday Play scheme}

Wrkch4 (Wrk52)

Do you usually have to pay for this childcare during school term-time?

INTERVIEWER: PAYMENT REFERS TO A MONETARY AMOUNT.

- 1 Yes
- 2 No

{If Wrkch4=yes}

Wrkch5 (Wrk54)

How much do you pay for ... [type of childcare mentioned at Wrkch2] ... for [name of child] during school term-time? [Do not include vouchers, money or bills paid for by your/your partner's employer].

INTERVIEWER: ENTER POUNDS AND PENCE

IF AMOUNT PAID COVERS ALL CHILDREN RECORD AMOUNT AT FIRST CHILD AND CODE 9997 FOR ALL SUBSEQUENT CHILDREN

Range = 0.01..9997.00

{If Wrkch5 = 1.. 9996.99}

Wrkch6

What period of time does that cover?

- 1 Hour
- 2 Half day (session)
- 3 Day
- 4 Week
- 5 Calendar month
- 6 Term,
- 7 Year,
- 8 One-off cost / lump-sum
- 9 None of these (Explain in note)

Soft Check:

IF Amount per hour or day < £1,000

INTERVIEWER: THIS AMOUNT SEEMS QUITE HIGH. PLEASE CHECK FIGURE WITH RESPONDENT

{If Wrkch4=yes}

Wrkch6a

At any time in the past year, that is since [month of current interview] [year of current interview-1], have the rates charged by ... [type of childcare mentioned at Wrkch2] ... for [name of child] increased or decreased at all?

- 1 increased
- 2 same
- 3 (spontaneous) stayed the same

{If Wrkch6a=increased or decreased}

Wrk6b

When the charges [increased/ decreased] did this affect the number of hours that you used ... [type of childcare mentioned at Wrkch2] ... for [name of child]?

INTERVIEWER: IF YES PROBE: Did the hours increase or decrease?

- 1 yes, number of hours increased

- 2 yes, number of hours decreased
- 3 no

{If doesn't pay for childcare (Wrkch4 = No) For each type of childcare: Partner to Holiday Play scheme}

Wrkch4a^

SHOW CARD F5

Do you do any of the things on this card to repay ... [type of childcare mentioned at Wrkch2] ... for looking after [name of child] during school term-time?

- 1 Look(ed) after his/her child(ren) in return
- 2 Do(Did) him/her a favour
- 3 Give(Gave) him/her a gift or treat
- 4 Something else
- 5 None of these

{If uses employer's childcare/help (Ech3=yes) ask for each type of childcare nursery to holiday play scheme}

Ir1

Does [your employer/ your employer or your partner's employer] provide or help you pay for ...[type of childcare mentioned at Wrkch2] ... for [name of child] during school term-time?

INCLUDE CHILDCARE PLACES, VOUCHERS, PAYMENTS.

- 1 Yes
- 2 No

{If employer provided (Ir1= yes) and If doesn't pay for childcare (Wrkch4 = no)}

Ir4

How does [your employer/ your employer or your partner's employer] provide or help pay for ...[type of childcare mentioned at Wrkch2] ... for [name of child]. READ OUT ...

- 1 Free places
- 2 Vouchers
- 3 Provides money to meet expenses
- 4 or, pays the bills?
- 5 [spontaneous code] Other

{If employer provided (Ir1= yes) and respondent does pay for childcare (Wrkch4 = yes)}

Ir4B

How does [your employer/ your employer or your partner's employer] provide or help pay for ...[type of childcare mentioned at Wrkch2]... for [name of child]. READ OUT...

- 1 places at normal rates
- 2 reduced charges
- 3 Vouchers
- 4 provides money to meet expenses
- 5 or, pays part of the bills?
- 6 [spontaneous code] Other

{If employer pays for childcare in full/part (IR4 =Free places to Other) or (IR4B = Reduced charges to Other)}

IR5

In return for [your employer/ your employer or your partner's employer]'s help do [you/you or your partner] have a reduced salary?

- 1 Yes
- 2 No

Ir6

How much does [your employer/ your employer or your partner's employer] pay for ...[type of childcare mentioned at Wrkch2] for [name of child] ...during school term-time?

INTERVIEWER: ENTER POUNDS AND PENCE

IF AMOUNT PAID BY EMPLOYER COVERS ALL CHILDREN RECORD AMOUNT AT FIRST CHILD AND CODE 9997 FOR ALL SUBSEQUENT CHILDREN

EMPLOYER CONTRIBUTION MAY BE VOUCHERS, MONEY, REDUCED CHARGES OR PAID BILLS.

Range = 0.01..9997.00

{If IR6 = 1 .. 9996.99 }

IR7

What period of time does that cover?

- 1 Hour,
- 2 Half day (session)
- 3 Day
- 4 Week
- 5 Calendar month
- 6 Term
- 7 Year
- 8 One-off cost / lump-sum
- 9 None of these (Explain in note)

{If employer provided (Ir1= yes)}

Ir2^

CHILDCARE: [type of childcare mentioned at Wrkch2]

What were your reasons for choosing this childcare for [name of child]?

CODE ALL THAT APPLY: SET OF

- 1 Quality of provision
- 2 Location
- 3 Availability
- 4 Cost
- 5 Other (SPECIFY)

{IF Ir2=Other}

Ir2o

PLEASE SPECIFY

{If employer provided (Ir1= yes) AND childcare type is nursery/creche (Wrkch2=Creche)}

Ir3

Is the nursery/ creche that you use for [name of child] provided on the employer's own premises?

- 1 Yes
- 2 No

END TABLE (childcare arrangement)

END TABLE (each child)

RESPONDENT'S USE OF CHILDCARE DURING SCHOOL HOLIDAYS

TABLE for each child whose childcare arrangements differ between school term-time and holidays

{If Have same childcare provider, but different hours (Wrkch1a=Yes and Wrkch1c=No)
OR IF Has different childcare provider in School holidays (Wrkch1a=No)}

Hollnt

You said earlier that you had different arrangements for looking after [name of child] in school term-time and school holidays. The next questions are about what happens in school holidays.

{If has different childcare provider in School holidays (Wrkch1a=No)}

Wrkch7a^ (Wrk51)

SHOW CARD F6

When you are working, what are your usual arrangements for looking after [name of child] during the school holidays?

CODE UP TO THREE RESPONSES. IF MORE THAN 3, CODE THE 3 MOST USED.

- 1 Partner
- 2 Ex-partner
- 3 Parent(s)/in law
- 4 Child(ren)'s older brother or sister
- 5 Other relative/friend
- 6 Day nursery
- 7 Creche
- 8 Nursery school
- 9 Playgroup or pre-school
- 10 Registered childminder
- 11 Unregistered childminder
- 12 Nanny/au pair/home childcarer
- 13 After school club/breakfast club
- 14 Holiday play scheme
- 15 I only work(ed) during school hours
- 16 Old enough to look after themselves
- 17 I take/took them to work with me
- 18 I work(ed) at home
- 19 Other type of arrangement (Please enter note)

{If Wrkch7a = more than three types of arrangements}

Wrkch7^

SHOW CARD F6

And of these childcare arrangements, which @Bthree@B do you use the most?

CODE UP TO THREE RESPONSES.

- 1 Partner
- 2 Ex-partner
- 3 Parent(s)/in law
- 4 Child(ren)'s older brother or sister
- 5 Other relative/friend
- 6 Day nursery
- 7 Creche
- 8 Nursery school
- 9 Playgroup or pre-school
- 10 Registered childminder
- 11 Unregistered childminder
- 12 Nanny/au pair/home childcarer
- 13 After school club/breakfast club
- 14 Holiday play scheme

- 15 I only work(ed) during school hours
- 16 Old enough to look after themselves
- 17 I take/took them to work with me
- 18 I work(ed) at home
- 19 Other type of arrangement (Please enter note)

{If Wrkch7 = Nanny/Au pair/Home childcarer and WrkCh2= Nanny/Au pair/Home childcarer}

HcareS

INTERVIEWER CODE OR ASK: Is the nanny/ au pair/ home childcarer who looks after [name of child] the same person that you use during term time?:

- 1 Yes
- 2 No

{If Wrkch7 = Nanny/Au pair/Home childcarer and WrkCh2= Nanny/Au pair/Home childcarer and HcareS=No or If Wrkch7 = Nanny/Au pair/Home childcarer and WrkCh2not equal to Nanny/Au pair/Home childcarer }

HcarerAA

Does the Nanny/ Au Pair/ home childcarer who looks after [name of child] live in your home?

- 1 Yes
- 2 No

HcarerBB

Is the Nanny/ Au Pair/ home childcarer who looks after [name of child] approved?

PROBE IF UNSURE: Do you know if they have a certificate of approval? IF SO, CODE YES.

HELP SCREEN: This means the childcarer is approved by Ofsted to care for children under 8 years old in the home of the child's parents. Being approved is **not** the same as being 'registered' childcare.

- 1 Yes
- 2 No

{For each type of childcare: Wrkch7= Partner to Holiday Play scheme}

Wrkch8

How many hours per week does [name of child] spend being looked after by ...[type of childcare mentioned at Wrkch7]... during the school holidays?

Range = 1..168

{For each type of childcare: Wrkch7= Ex Partner to Holiday Play scheme}

Wrkch9 (Wrk53)

Do you usually have to pay for this childcare during the school holidays?

INTERVIEWER: PAYMENT REFERS TO A MONETARY AMOUNT.

- 1 Yes
- 2 No

{If Wrkch9=yes}

Wrkch10 {Wrk55}

How much do you pay for[type of childcare mentioned at Wrkch7]... for [name of child] during the school holidays. [Do not include vouchers, money or bills paid for by your/ your partner's employer?]

INTERVIEWER: ENTER POUNDS AND PENCE

IF AMOUNT PAID COVERS ALL CHILDREN RECORD AMOUNT AT FIRST CHILD AND CODE 9997 FOR ALL SUBSEQUENT CHILDREN

Range = 0.01..9997.00

{If pays in 1.. 9996.99}

Wrkch11

What period does that cover?

- 1 Hour
- 2 Half day (session)
- 3 Day
- 4 Week
- 5 Calendar month
- 6 Term
- 7 Year
- 8 One-off cost / lump-sum
- 9 None of these (Explain in note)

Soft Check:

IF Amount per hour or day < £1,000

INTERVIEWER: THIS AMOUNT SEEMS QUITE HIGH. PLEASE CHECK FIGURE WITH RESPONDENT

{If doesn't pay for child care Wrkch9 = No}

Wrkch9a^

SHOW CARD F7

Do you do any of the things on this card to repay ... [type of childcare mentioned at Wrkch7] for looking after [name of child] during the school holidays?

- 1 Look(ed) after his/her child(ren) in return
- 2 Do(Did) him/her a favour
- 3 Give(Gave) him/her a gift or treat
- 4 Something else
- 5 None of these

{If Uses employer's childcare (Ech3=yes), ask for each type of childcare:(Wrkch7= Partner to Holiday Play scheme)}

Ir11

Does [your employer] provide or help pay for ... [type of childcare mentioned at Wrkch7]... for [name of child] during the school holidays?

INCLUDE CHILDCARE PLACES, VOUCHERS, PAYMENTS.

- 1 Yes
- 2 No

{If employer provided during school holidays (Ir11= yes) and doesn't pay during school holidays (Wrkch9 = no)}

Ir44

How does [your employer] provide or help pay for ...[type of childcare mentioned at Wrkch7]... for [name of child] during the school holidays. READ OUT...

- 1 ... free places
- 2 Vouchers
- 3 provides money to meet expenses
- 4 or, pays the bills?
- 5 [spontaneous code] Other

{If employer provided during school holidays (Ir11= yes) and respondent does pay for childcare (Wrkch9 = yes)}

Ir44B

How does [your employer] provide or help pay for ...[type of childcare mentioned at Wrkch7] ... for [name of child] (during the school holidays). READ OUT ...

- 1 ... places at normal rates
- 2 Reduced charges
- 3 Vouchers
- 4 Provides money to meet expenses
- 5 or, pays part of the bills?
- 6 [spontaneous code] Other

{If employer pays for childcare in full/part (IR44=free .. Other) or (IR44B=Reduced .. Other)}

IR55

In return for your employer's help do [you/you or your partner] have a reduced salary?

- 1 Yes
- 2 No

{ If employer pays for childcare in school holidays (IR44=free to Other) or (IR44B=Reduced to Other) or didn't ask whether employer pays for childcare in school holidays (IR44 and IR44b are empty) and employer does pay for childcare in school term time (IR4=free to other or IR4b = reduced to other)}

Ir66

How much does your employer pay for ...[type of childcare mentioned at Wrkch7] ... for [name of child] during the school holidays?

INTERVIEWER: ENTER POUNDS AND PENCE

IF AMOUNT PAID BY EMPLOYER COVERS ALL CHILDREN RECORD AMOUNT AT FIRST CHILD AND CODE 9997 FOR ALL SUBSEQUENT CHILDREN

EMPLOYER CONTRIBUTION MAY BE VOUCHERS, MONEY, REDUCED CHARGES OR PAID BILLS.

Range = 0.01..9997.00

{If Ir66 = 1 .. 9996.99}

IR77

What period of time does that cover?

- 1 Hour
- 2 Half day (session)
- 3 Day
- 4 Week
- 5 Calendar month
- 6 Term
- 7 Year
- 8 One-off cost / lump-sum
- 9 None of these (Explain in note)

{If employer provided (Ir11= yes) }

Ir22^

CHILDCARE: [type of childcare mentioned at Wrkch7]

What were your reasons for choosing this childcare for [name of child]?

CODE ALL THAT APPLY

- 1 Quality of provision

- 2 Location
- 3 Availability
- 4 Cost
- 4 Other (SPECIFY)

{If Ir22 = Other}

Ir22o

PLEASE SPECIFY

{If employer provided (Ir11= yes) and childcare type is nursery/creche (Creche = wrkch7) }

Ir33

Is the nursery/creche that you use for [name of child] provided on the employer's own premises?

- 1 Yes
- 2 No

END TABLE (childcare arrangement)

END TABLE (for each child whose childcare arrangements differ between school term-time and holidays)

CHILDCARE QUESTIONS FOR NON-WORKING RESPONDENTS

If any children aged 0 - 16 in household

TABLE for each child

NWrkcc^

(Now some questions about childcare.)

SHOW CARD F8

In the last four weeks, which, if any, of these childcare arrangements have you used for looking after [name of child]?

CODE UP TO THREE RESPONSES

INTERVIEWER: THERE ARE 17 CODES

- 1 Partner
- 2 Ex-partner
- 3 Parent(s)/in law
- 4 Child(ren)'s older brother or sister
- 5 Other relative/friend
- 6 Day nursery
- 7 Creche
- 8 Nursery school
- 9 Playgroup or pre-school
- 10 Registered childminder
- 11 Unregistered childminder
- 12 Nanny/au pair/home childcarer
- 13 After school club/breakfast club
- 14 Holiday play scheme
- 15 Old enough to look after themselves
- 16 Other type of arrangement (Please enter note)
- 17 None of these

TABLE for each childcare arrangement

{For each type of childcare}

NWrkhr

And now thinking **about the last 7 days**, how many hours did [name of child] spend being looked after by ... [type of childcare mentioned at NWrkcc] ... ?

IF LESS THAN ONE HOUR CODE 0

IF NOT USED CODE 0

Range = 0..168

{If NwrkHr > 0}

NWrkpay

How much, if anything, did you pay for the childcare provided by ... [type of childcare mentioned at NWrkcc]... **over the last 7 days?**

INTERVIEWER: ENTER POUNDS AND PENCE

ENTER **TOTAL** AMOUNT FOR LAST 7 DAYS

IF AMOUNT PAID COVERS ALL CHILDREN RECORD AMOUNT AT FIRST CHILD AND CODE 9997 FOR ALL SUBSEQUENT CHILDREN.

Range = 0.00..9997.00

END TABLE

KidsDep

COMPUTED VARIABLE: If any dependent children aged 0-16 in the household.

- 1 Yes
- 2 No

{All with dependent children aged 0-16 KidsDep=Yes}

Sources ^

SHOW CARD F9

In the last 12 months, that is since [date, one year ago], from which, if any, of these people or places have you obtained information about childcare in your local area?

By 'your local area' I mean any places that are near enough for you to be able to use them on a regular basis, regardless of whether or not you have used them.

PROBE: Which others?

- 1 Word of mouth (e.g. friends or relatives)
- 2 Children's information services
- 3 ChildcareLink (the national helpline and web site)
- 4 National organisation(s) (e.g. Kids' Club Network, Citizen's Advice Bureau)
- 5 Employment Service or Jobcentre adviser
- 6 Your employer
- 7 Local advertising (e.g. in shop windows, local newspaper)
- 8 Yellow Pages
- 9 Doctor's surgery
- 10 Health visitor
- 11 Local community centre
- 12 Local library
- 13 Internet
- 14 Other - please specify
- 15 None of these
- 17 Child's school
- 18 Parent & toddler group/playgroup
- 19 Other professional (e.g. social worker, family support worker)
- 20 Leaflets, flyers through the door
- 21 Other specific answer, not codeable to 1-20
- 97 Other vague answer, not codeable to 1-21

{If Sources = Other}

OthSourc

INTERVIEWER: Enter details of other source(s) of information.

Info2

Would you say that the amount of information which is available to you about childcare in your local area is about right, too much or too little?

- 1 About right
- 2 Too much
- 3 Too little

IntOver

The next few questions are about what you **think** about childcare in your local area irrespective of whether you use any.

CCPlaces

SHOWCARD F10

Please think about the overall number of places at childcare providers in your local area, that is places at the types of provider shown on this card. Currently, would you say that there are too many places, about the right number or not enough?

INTERVIEWER: Use 'Don't Know' if respondent can't say.

- 1 Too many
- 2 About the right number
- 3 Not enough

CCQual

SHOW CARD F11

And thinking about the overall quality of childcare provided in your local area, how good would you say this is? Please choose a response from this card.

INTERVIEWER: Use 'Don't Know' if respondent can't say.

- 1 Very good
- 2 Fairly good
- 3 Neither good nor poor
- 4 Fairly poor
- 5 Very poor

CCcost

SHOW CARD F12

And thinking about the overall affordability of childcare provided in your local area, for a family like yours how good would you say this is? Please choose a response from this card.

- 1 Very affordable
- 2 Fairly affordable
- 3 Not at all affordable

12 Job search activity

ASK FOR MAIN RESPONDENT AND PARTNER SEPARATELY

Intro2

JOB SEARCH SECTION

{If working fewer than 16 hours or not working (Empstat = 2 or 3)}

Jsc1

Are you currently seeking paid work of either 16 hours or more or fewer than 16 hours each week?

- 1 Yes, 16 hours or more
- 2 Yes, fewer than 16 hours
- 3 No

{If working 16 or more hours (empstat =1) or Jsc1=no}

Jsc2

Have you been looking for paid work of 16 hours or more at any time during the past 12 months, (including looking for the job you are in now)?

INCLUDE LOOKING FOR JOB THEY ARE IN NOW, AND NEW JOB FOR THE FUTURE AND LOOKING FOR ADDITIONAL JOBS TO INCREASE TOTAL HOURS TO 16+

- 1 Yes
- 2 No

{All except those working more than 16 hours and job started in 2001 or before}

Jsc3

Some people are asked to attend a meeting usually when they are starting or renewing a claim for Income Support. In some cases, their claim can be delayed if they don't attend. [In the last 12 months] Have you had a meeting of this sort?

INTERVIEWER: ADD FURTHER EXPLANATION IF NECESSARY: The purpose of the meeting is to review whether the person is becoming ready to get a job in the near future. The meeting is usually held at the Employment Service.

- 1 Yes
- 2 No
- 16 Not applicable

{If are/were looking for a job (Jsc1 = 1 or 2=yes|16 or Jsc2 = Yes)}

Jsc4

During the past 12 months have you seen any vacancies for jobs offering 16 hours or more each week that you have applied for, or intended to apply for?

INCLUDE JOB THEY ARE IN NOW, AND NEW JOB FOR THE FUTURE, AND ADDITIONAL JOBS TO INCREASE TOTAL HOURS TO 16+

- 1 Yes, applied
- 2 Yes, intended to apply
- 3 Yes, both applied and intended to apply
- 4 No

{If are/were looking for a job (Jsc1 = 1 or 2=yes|16 or Jsc2 = Yes)}

Jsc12

At any time in the past 12 months, have you seen any vacancies for suitable jobs in this area that you would not have been able to travel to?

- 1 Yes

2 No

{If has seen vacancy: applied or intended to apply (Jsc4 = 1 or 2) or wouldn't have been able to travel (Jsc12 = yes) }

Jsc13a

Thinking about the most recent job that you applied for or considered applying for, how much pay was that job offering?

FIRST, CODE TIME PERIOD: PER HOUR, WEEK, MONTH OR YEAR...

- 1 Per hour
- 2 Per week
- 3 Per month
- 4 Per year
- 5 Per other period(SPECIFY AT NEXT QUESTION)
- 6 *Other specific answer, not codeable to 1-4*
- 7 *Other vague answer, not codeable to 1-6*

{If Jsc13a = other }

Jsc13b

INTERVIEWER: SPECIFY OTHER TIME PERIOD FOR PAY

{If Jsc13a = hour..other }

Jsc13c

...NOW ENTER AMOUNT

INTERVIEWER: ENTER POUNDS AND PENCE USING DECIMAL PLACE

Range = 0.00..99997.00

Jsc14

Was it a permanent or temporary job, or a contract for a fixed term?

- 1 Permanent
- 2 Temporary job (including seasonal/casual work)
- 3 Fixed term contract
- 4 Temporary, but could become permanent
- 5 Don't know

Jsc16

... and for how many hours of work each week?

Range = 1..997

Hard Check

IF Jsc16 < 168

ANSWER OUT OF RANGE

Soft Check

IF Jsc16 < 60

OVER 60 HOURS, IS THAT CORRECT?

{If working fewer than 16 hours (Empstat = 2)}

Jsc31a^

Is there anything in particular which is stopping you looking for a job of 16 or more hours a week at the moment?

CODE ALL THAT APPLY

- 1 No, nothing: already looking
- 2 Cannot afford child care
- 3 No child care available
- 4 Own illness/disability
- 5 Child's illness/disability
- 6 Other household member's illness/disability
- 7 No work available
- 8 Don't have the skills/qualifications
- 9 Studying/ on a training course
- 10 Better off not working
- 11 Don't want to spend more time apart from my children
- 12 Would not be able to pay rent or mortgage
- 13 Problems with transport
- 14 Don't need to
- 15 No reason
- 16 Other reason(s) (SPECIFY AT NEXT QUESTION)
- 17 *Pregnant*
- 18 *Retired or approaching retirement*
- 19 *Other specific answer, not codeable to 1-18*
- 97 *Other vague answer, not codeable to 1-19*

{If Jsc31a = other}

Jsc31b

INTERVIEWER: SPECIFY OTHER REASONS

{If Jsc31a = problems with transport}

Jsc31c^

What sort of problems with transport are these?

INTERVIEWER: CODE ALL THAT APPLY

- 1 Too far
- 2 Car not available
- 3 Don't have a current driving licence/can't drive
- 4 Cost of petrol
- 5 Lack of parking facilities
- 6 Cost of parking
- 7 Traffic congestion/roadworks
- 8 Inadequate public transport
- 9 Cost of using public transport
- 10 Personal physical difficulties/disability
- 11 Personal safety concerns
- 12 Congestion charges
- 13 Other (Please specify)
- 14 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{If Jsc31c = other}

JscO31c

INTERVIEWER: ENTER OTHER PROBLEMS WITH TRANSPORT?

{If not currently working (Empstat=3)}

Jsc40a^

Is there anything in particular which is stopping you looking for a job of 16 or more hours a week at the moment? Anything else?

CODE ALL THAT APPLY

- 1 No, nothing: already looking
- 2 Cannot afford child care
- 3 No child care available
- 4 Own illness/disability
- 5 Child's illness/disability
- 6 Other household member's illness/disability
- 7 No work available
- 8 Don't have the skills/qualifications
studying/on a training course
- 10 Better off not working
- 11 Don't want to spend more time apart from my children
- 12 Would not be able to pay rent or mortgage
- 13 Problems with transport
- 14 Don't need to look for a job
- 15 No reason / none of these
- 16 Other reason(s) (SPECIFY AT NEXT QUESTION)
- 17 *Pregnant*
- 18 *Retired or approaching retirement*
- 19 *Other specific answer, not codeable to 1-18*
- 97 *Other vague answer, not codeable to 1-19*

{if Jsc40a = other}

Jsc40b

INTERVIEWER: SPECIFY OTHER REASONS

{If Jsc40a = problems with transport}

Jsc40c^

What sort of problems with transport are these?

INTERVIEWER: CODE ALL THAT APPLY

- 1 Too far
- 2 Car not available
- 3 Don't have a current driving licence/can't drive
- 4 Cost of petrol
- 5 Lack of parking facilities
- 6 Cost of parking
- 7 Traffic congestion/roadworks
- 8 Inadequate public transport
- 9 Cost of using public transport
- 10 Personal physical difficulties/disability
- 11 Personal safety concerns
- 12 Congestion charges
- 13 Other (Please specify)
- 14 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{If Jsc40c = other}

JscO40c

INTERVIEWER: ENTER OTHER PROBLEMS WITH TRANSPORT?

{If not already looking for work (Jsc40a <> 1)}

Jsc41

Do you think you might look for a paid job of 16 or more hours a week in the future?

- 1 Yes
- 2 No

{If Jsc41 = yes or don't know}

Jsc42

When do you think you might look for a paid job of 16 or more hours a week?

- 1 Looking now
- 2 In a few weeks
- 3 In a few months
- 4 In a year or two
- 5 Some time in the future

{If currently in work (Empstat = 1 or 2)}

Jsc60

So, may I just check, are you actively looking for a new job at the moment?

- 1 Yes
- 2 No

{If looking for work (Jsc60 = Yes or Jsc40a=1) or will look for work (Jsc42 = 1 to 4)}

Jsc50a

[Suppose you were looking for another job, working **16 or more hours a week**] How much money would you need to be offered in a new job before you felt it worth taking?

ENCOURAGE GUESSING IF NECESSARY

FIRST, CODE TIME PERIOD: PER WEEK, MONTH OR YEAR...:

- 1 per hour
- 2 per week
- 3 per month
- 4 per year
- 5 per other period (SPECIFY AT NEXT QUESTION)
- 6 Other specific answer, not codeable to 1-4
- 7 Other vague answer, not codeable to 1-6

{If Jsc50a = other}

Jsc50b

INTERVIEWER: SPECIFY OTHER TIME PERIOD FOR PAY

{If Jsc50a = week..other }

Jsc50c

...NOW ENTER AMOUNT [per period at Jsc50a]

INTERVIEWER: ENTER POUNDS AND PENCE USING DECIMAL PLACE.

Range = 0.00..99997.00

{If Jsc50c = 1 to 99997 }

Jsc51

How easy or difficult do you think it would be to get a job around here paying that amount
... READ OUT...

- 1 ...very easy,
- 2 quite easy,
- 3 quite difficult,
- 4 or very difficult?

{If Jsc50c = 1 to 99997 }

Jsc52

Do you think in the end you would have to take a job paying less than this?

- 1 Yes
- 2 No

{If Jsc52 = yes or if Jsc50c don't know or refusal}

Jsc53a

How much do you think you would have to end up accepting?
FIRST, CODE TIME PERIOD: PER WEEK, MONTH OR YEAR...

- 1 per hour
- 2 per week
- 3 per month
- 4 per year
- 5 per other period (SPECIFY AT NEXT QUESTION)
- 6 Other specific answer, not codeable to 1-4
- 7 Other vague answer, not codeable to 1-6

{If Jsc53a = other}

Jsc53b

INTERVIEWER: SPECIFY OTHER TIME PERIOD FOR PAY

{If Jsc53a = week..other }

Jsc53c

...NOW ENTER AMOUNT [per period at Jsc53a]
INTERVIEWER: ENTER POUNDS AND PENCE USING DECIMAL PLACE.

Range = 0.00..99997.00

{If looking for work (Jsc60 = Yes or Jsc40a=1) or will look for work (Jsc42 = 1 to 4)}

Jsc54

How many hours each week do you think you would like to work?

Range = 1..997

Hard check

IF Jsc54 > 168:
ANSWER OUT OF RANGE

Soft Check

IF Jsc54 > 60:
OVER 60 HOURS, IS THAT CORRECT?

{If Jsc50c =Response}

Jsc57^

SHOW CARD G1

There are some types of income, apart from earnings, that people may get when working. Which of these types of income shown on this card do you think you would get in a new job (paying the amount you have mentioned)?

- 1 Working Tax Credit
- 2 Child Tax Credit
- 3 Income Support
- 4 Maintenance
- 5 Housing Benefit
- 6 Council Tax Benefit
- 7 Child Benefit
- 8 Other benefits
- 9 Income from lodgers
- 10 Student grant
- 11 Other source
- 12 None of these

Jsc58

What would you say would be the minimum you would need to have coming in from wages and from all these extra sources **each week** for a new job to be worth taking?

INTERVIEWER: RECORD WHOLE POUNDS ONLY.

RECORD INCOME BEFORE DEDUCTIONS e.g. TO PAY FOR TRAVEL, MORTGAGE, RENT OR CHILDCARE

Range = 0..9997

{If not working more than 16 hours (Empstat <>1) and is looking or will look for job (Jsc41=1 or JSC42=1 to 4)}

Jsc70^

If you were to take up working [16 or more hours a week] (again) what would be your usual arrangements for looking after the children?

PROMPT TO CLASSIFY: CODE UP TO 4 THAT APPLY

Children would be cared for by...

- 1 Partner
- 2 Ex-partner
- 3 Parents/in law
- 4 Older brother or sister
- 5 Other relatives/friends
- 6 Day nursery
- 7 Creche
- 8 Nursery school
- 9 Playgroup/pre-school
- 10 Registered childminder
- 11 Unregistered childminder
- 12 Nanny/ Au Pair/home childcarer
- 13 After school club/breakfast club
- 14 Holiday play scheme
- 15 I would only work during school hours
- 16 I would take them to work
- 17 Old enough to look after themselves
- 18 I would work from home
- 19 Other arrangements (please specify)
- 20 None of these

{f Jsc70=other}

JscO70

INTERVIEWER: PLEASE ENTER THE OTHER CHILD CARE ARRANGEMENT

{f Jsc70 = 2 to 11}

Jsc71

Do you think you would usually have to pay for any of this child care?

- 1 Yes
- 2 No
- 3 Don't know

{f Jsc71 = yes}

Jsc72

How much do you think you would have to pay in an **average week**?

INTERVIEWER: RECORD WHOLE POUNDS ONLY.

Range = 1..997

Jsc78

As far as you know, taking into account these childcare costs do you think that... READ OUT...

- 1 ...you would definitely be entitled to extra help with Working Tax Credit and/or Child Tax Credit
- 2 or you would definitely NOT be entitled to Working Tax Credit and/or Child Tax Credit?
- 3 Not sure

13 Benefits and tax credits

ASKED FOR MAIN RESPONDENT ONLY

Intro

BENEFITS SECTION

Ben1^

SHOW CARD H1

Which, if any, of these health or disability benefits or tax credits are [you/ you or your partner] receiving at the moment?

CODE ALL THAT APPLY

- 1 Incapacity Benefit (previously Invalidity Benefit)
 - 2 Severe disablement allowance (SDA)
 - 3 Statutory sick pay (SSP)
 - 4 Attendance Allowance
 - 5 Disability Living Allowance - Care Component
- Disability Living Allowance - mobility or motability allowance
Disability Living Allowance for children - Care component
Disability Living Allowance for children - mobility or motability allowance
Industrial injuries disablement benefit
War Pensions
Invalid care allowance (ICA)
Some other benefit for people with disabilities
None of these

BenNTC^

SHOWCARD H2

The Government introduced the New Tax Credits in April 2003. Are [you/you or your partner] currently receiving any of the tax credits on this card?

- 1 Working Tax Credit
- 2 Child Tax Credit
- 3 Both WTC and CTC
- 4 None of these

{If not receiving CTC or WTC (IF BenNTC = None of these)}

TakUp1

Have you applied for Child Tax Credit and/or Working Tax Credit?

- 1 Yes
- 2 No

{If have not applied for CTC or WTC {if TakUp1=2}}

TakUp2

What are the reasons you did not apply for any of the Tax Credits?

INTERVIEWER: PROBE FULLY AND RECORD ALL DETAILS - OPEN QUESTION

PyNTC

Do you receive your payment of Working Tax Credit and Child Tax Credit as one amount or is it paid separately?

- 1 One amount
- 2 Separately

PyNTC1^

Are your tax credits paid by giro, bank/building society account or direct by post office card account?

INTERVIEWER: IF BANK/BUILDING SOCIETY/POST OFFICE CARD ACCOUNT AND IN

COUPLE: IS THIS INTO YOUR OWN, YOUR PARTNER'S OR A JOINT ACCOUNT?

CODE ALL THAT APPLY

- 1 By giro
- 2 Bank/building society account (own)
- 3 Bank/building society account (partner)
- 4 Bank/building society account (joint)
- 5 Post Office Card Account (own)
- 6 Post Office Card Account (partner)

{If currently receive WTC (BenNTC=1 or 3)}

NTC3a^

Is your Working Tax Credit paid by giro, through wages or into a bank account?

IF WAGES AND IN COUPLE: Is this into your own or your partner's wages?

IF BANK ACCOUNT AND IN COUPLE: Is this into your own, your partner's or a joint account?

CODE ALL THAT APPLY

- 1 By giro
- 2 Through wages (own)
- 3 Through wages (partner)
- 4 Bank/Building Society account (own)
- 5 Bank/Building Society account (partners)
- 6 Bank/Building Society account (joint)
- 7 Post Office Card Account (own)
- 8 Post Office Card Account (partner)

{If currently receive CTC (BenNTC=2 or 3)}

NTC3b^

Is your Child Tax Credit paid by giro or into a bank account?

IF BANK ACCOUNT AND IN COUPLE: Is this into your own, your partner's or a joint account?

CODE ALL THAT APPLY

- 1 By giro
- 2 Bank account (own)
- 3 Bank account (partners)
- 4 Bank account (joint)
- 5 Post Office Card Account (own)
- 6 Post Office Card Account (partner)

{If currently receive WTC or CTC (BenNTC = 1, 2 or 3)}

Awardb

Do you have your latest Tax Credits Award Notice from the Inland Revenue that you could consult, because it may be useful for the next few questions?

INTERVIEWER: IF NECESSARY, SHOW EXAMPLE AWARD NOTICE.

THIS IS FORM TC602(A) OR TC602.

CHECK WITH RESPONDENT THAT THIS IS MOST RECENT AWARD NOTICE.

- 1 Yes,
- 2 No (include unwilling)

{If no award notice and WTC paid through wages (Awardb=No AND NTC3a =1 or 2)}

TxPyWb

In that case, could you consult your [or your partner's] payslip for the details?

INTERVIEWER: IF BOTH RESPONDENT AND PARTNER IN WORK PLEASE CHECK BOTH PAY SLIPS

- 1 Latest payslip(s) consulted
- 2 Old payslip(s) consulted
- 3 Payslip(s) not consulted: Refused
- 4 Payslip(s) not consulted: Not found
- 5 No payslip(s) provided by employer

{If no award notice and WTC or CTC paid into account or payslip not consulted (Award=No)}

{IF (Award=No) AND (NTC3a = BankO...Bank) OR (NTC3b=BankO..Bank) OR}

(TxPyWB=Refuse..NoPay)}

TxtStmtb

[In that case/or] is there a bank statement you could consult?

- 1 Yes
- 2 No (include unwilling)

Ben1a^

SHOW CARD H3

And which, if any, of these benefits or tax credits other than Council Tax Benefit, Housing Benefit or rent rebate are [you/ you or your partner] receiving at the moment?

CODE ALL THAT APPLY

- 1 Income Support
- 2 Child Benefit
- 3 Maternity Allowance
- 4 Statutory Maternity Pay
- 5 Widows Benefit, Bereavement Allowance or Widowed Parents (formerly Widowed Mother's) Allowance
- 6 Job Seeker's Allowance (was Unemployment Benefit)
- 7 New Deal Allowance
- 8 State Retirement Pension
- 10 Some other state benefit - NOT Housing Benefit or Council Tax Benefit (SPECIFY AT NEXT QUESTION)
- 11 None of these
- 12 *Children's tax credit*
- 13 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{If not receiving Child Benefit (If Ben1a <>2)}

CBTakup

Why are you (or your partner) not receiving Child Benefit at the moment?

- 1 Have not had time to claim it yet
- 2 Wasn't aware of Child Benefit
- 3 Aware but chose not to claim it
- 4 Claim is being processed
- 5 Payment is suspended or interrupted for some reason (SPECIFY)
- 6 Not eligible (SPECIFY)
- 7 Other (SPECIFY)

{If CB Takup = 5, 6 or 7}

CBTakupO

ENTER REASON WHY [PAYMENT IS SUSPENDED OR INTERRUPTED/ ELIGIBLE/ OTHER REASON]

OPEN

TABLE for each benefit coded at Ben1 or Ben1a

Ben2

How much [name of benefit listed at **Ben1 or Ben1a**] do you [and your partner] receive?
IF RESPONDENT ONLY KNOWS COMBINED TOTAL ENTER AMOUNT AND RECORD WHICH BENEFITS ARE COVERED BY THIS AMOUNT IN A NOTE. (CODE TO NEAREST £)

Range = 0..9997

{If Ben2=response}

Ben2a

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If couple household and Ben1 or Ben1a <> none}

Ben3

Who receives [name of benefit listed at **Ben1 or Ben1a**]?

- 1 Respondent only
- 2 Partner only
- 3 Both respondent and partner
- 4 **Dependent child**

{If receiving Child Benefit / Income Support (Ben1a= 1 or 2)}

BenPay

Is your [Child Benefit/Income Support] paid by order book, direct to bank account, or direct to post office card account?

- 1 Order book (cashed at the post office)
- 2 Direct to bank/building society account
- 3 Direct to post office card account

{If receiving Job seekers allowance (Ben1a =6)}

Ben5

Is your JSA contribution-based, and so not reduced by other income you may have - or income-based, so that it is reduced by any other income you may have?

- 1 Contribution based
- 2 Income based
- 3 Don't know/not sure

{If receiving Disability allowance – care component (Ben1 = 5)}

DLAcare

And do you know which rate you receive the Disability Allowance care component? Is it ... READ OUT ...

- 1 ... the highest rate
- 2 ... the middle rate
- 3 or is it the lowest rate?

{If receiving Disability allowance – mobility component (Ben1 = 6)}

DLAmob

And do you know which rate you receive the Disability Allowance mobility component? Is it ... READ OUT ...

- 1 ... the highest rate,
- 2 or is it the lowest rate?

WTCWk

COMPUTED VARIABLE: Weekly amount of WTC.

{If amount of WTC in work block is different to amount of WTC in benefit block (allowing 20% either way)}

WTCCk

INTERVIEWER: TWO DIFFERENT AMOUNTS OF WTC HAVE BEEN RECORDED:

IN WORK SECTION: £ [Wrk17b] received every [time period from Wrk17c]

IN BENEFITS SECTION: £[Ben2] (for WTC) received every [time period from Ben2a]

PLEASE CHECK AMOUNTS WITH RESPONDENT AND USE MOST RECENT DOCUMENTATION TO HELP RESOLVE.

CODE ONE OF THE FOLLOWING.:

- 1 Amount in work section is correct
- 2 Amount in benefit section is correct
- 3 Both amounts are correct
- 4 Neither amounts are correct

{If WTCCk=4 }

WTCnam

INTERVIEWER: ENTER CORRECT AMOUNT OF WTC RECEIVED

Range = 1..9997

WTCnpd

WHAT PERIOD DOES THAT COVER?

- 1 One week
- 2 Two weeks
- 3 Three weeks

- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If WTCCk=3 or Don't know}

WTCdif

INTERVIEWER: PLEASE EXPLAIN IN A NOTE WHY BOTH AMOUNTS ARE CORRECT OR WHY CORRECT AMOUNT IS NOT KNOWN

{If more than one benefit from Ben1 or BenNTC or Ben1a}

Ben6

Can I just check, what is the total amount you [and your partner] receive from all these benefits each week?

CODE TO THE NEAREST £

Range = 1..997

{If has child under 26 months}

Ben6a

Have you received a Sure Start Maternity Grant in the last year?

- 1 Yes
- 2 No

Ben8^

SHOW CARD H4

And are there any benefits or tax credits listed on this card that you [and your partner] have applied for but are still waiting to hear about? Which ones?

INTERVIEWER: CODE ALL THAT APPLY.

- 1 Income Support
- 2 Working Tax Credit
- 3 Child Tax Credit
- 4 Job Seeker's Allowance (was Unemployment Benefit)
- 5 New Deal Allowance
- 6 None of these

14 Tax Credits

ASK MAIN RESPONDENT ONLY

Intro

INTERVIEWER DO NOT READ OUT: NEW TAX CREDITS SECTION

{If not currently receiving WTC and/or CTC (BenNTC<> 1 or 2 or 3)}

Newq1

Apart from Child Benefit are you aware of any financial support that the government gives to families with children or people in work?

- 1 Yes
- 2 No

NTC1a^

[In fact there are Government payments available both to families with children and to people in work.] Do you know the name of any of these payments?

IF 'YES' ASK: Which ones do you know about?

INTERVIEWER: DO NOT READ OUT. CODE ALL THAT APPLY

- 1 Family Credit
- 2 Income Support
- 3 Family Allowance(s)
- 4 Working Families' Tax Credit
- 5 Working Tax Credit
- 6 Child Tax Credit
- 7 New Tax Credit
- 8 Child Benefit
- 9 Children's Tax Credit
- 10 Job seekers allowance
- 11 Don't know
- 12 Other (SPECIFY AT NEXT QUESTION)
- 13 *Other Tax Credits*
- 14 *New Deal*
- 15 *Other specific answer, not codeable 1-14*
- 97 *Other vague answer, not codeable to 1-15*

{If NTC1a=other}

NTC1b

INTERVIEWER: ENTER OTHER NAME

{All}

NTCexp

READ OUT EXPLANATION:

The Government introduced the **New Tax Credits** in April 2003. New Tax Credits consist of the Child Tax Credit which is a payment available to families with children and Working Tax Credit which is a payment for people in work, even if they don't have children.

{If not currently receiving WTC and/or CTC (BenNTC<> 1 or 2 or 3)}

NTC2

Although you are not currently receiving New Tax Credits, can I just check, **since April 2003** has there been any period when [you/you or your partner] were receiving the Child Tax Credit or Working Tax Credit?

IF 'YES' ASK: Is that Working Tax Credit or Child Tax Credit or both?

- 1 Yes - received Working Tax Credit only
- 2 Yes - received Child Tax Credit only
- 3 Yes - received both
- 4 No
- 5 [Spontaneous code] Currently receiving WTC or CTC

{If NTC2 = 5}

Soft Check

INTERVIEWER: YOU MUST RETURN TO Benntc AND RECORD THIS INFORMATION. THEN PRESS <END> AND FOLLOW THE NEW ROUTE.

{If have received WTC and/or CTC {if NTC2 = WTC, CTC or both}}

NTC5

And when did you stop receiving [Child Tax Credit/Working Tax Credit/Child Tax Credit and Working Tax Credit]? Was it ...READ OUT...

INTERVIEWER: IF IN APRIL, CODE AS AFTER April 2004

IF STOPPED RECEIVING WTC/CTC AT DIFFERENT TIMES CODE THE DATE THE LAST ONE STOPPED.

- 1 ...before April 2004
- 2 or after April 2004?

{If currently receiving WTC or CTC or both {if BenNTC = 1, 2 or 3)}

NTC5a

When did you first apply for Tax Credits? Was it ...READ OUT...

INTERVIEWER: IF IN APRIL, CODE AS AFTER April 2004

- 1 ...before April 2004
- 2 or after April 2004?

ASK OF THOSE WHO CURRENTLY RECEIVE WTC AND/OR CTC AND APPLIED AFTER APRIL 2004

{If BenNTC = 1, 2 or 3 AND NTC5a=2}

FC13a^

Thinking back, from where did you first find out about the New Tax Credits?

PROBE TO CLASSIFY. CODE ALL THAT APPLY

INTERVIEWER: MAKE SURE THAT THE RESPONDENT KNOWS YOU ARE TALKING ABOUT **NEW TAX CREDITS** NOT WORKING FAMILIES TAX CREDIT

Received application pack

TV adverts

Radio adverts

Newspaper/magazine

Other advert

Bounty pack

Just started claiming Child Benefit

Notice in Child Benefit book

Department of Work and Pensions (formerly DSS) office/official

Letter from DWP

Tax Credit Office or Inland Revenue Official
Letter from IR
Leaflet in Post Office
Other leaflets
Citizen's Advice Bureau
Welfare Rights Worker
Job Centre/Job Centre Plus/ New Deal advisor
Employer/Workmates
Relatives/Friends/ neighbours
Internet

At last interview

Other (PLEASE SPECIFY)
Accountant/solicitor/ financial advisor
Hospital/surgery/ clinic/GP/ health visitor
Other specific answer, not codeable 1-25
Other vague answer, not codeable 1-26

{If FC13a = Other}

FC13b

ENTER OTHER WAY THEY FOUND OUT ABOUT THE NEW TAX CREDITS

App1

SHOW CARD J2

How did you make your most recent application for the New Tax Credits?

- 1 Posted a form to the Inland Revenue
- 2 On-line
- 3 Through local Inland Revenue Office
- 4 Through my local job centre/Jobcentreplus

App2c

Did you get any advice about the Tax Credits?

- 1 Yes
- 2 No

{If App2c=Yes}

App2d^

Who from?

CODE ALL THAT APPLY

- 1 Friends or relatives
- 2 Inland Revenue or Tax Credit Office helpline
- 3 Local tax office
- 4 Job centre/Jobcentre Plus
- 5 A voluntary/ community or charitable organisation
- 6 Other (PLEASE SPECIFY)

{If App2d = Other}

App2do

ENTER OTHER PERSON OR ORGANISATION THEY GOT ADVICE FROM

{If did not apply through job centre (If App1 <>4)}

App2

Before this interview were you aware that you could make an application for the New Tax Credits through your local job centre (in some areas this is now known as Jobcentreplus)?

- 1 Yes (was aware)
- 2 No (was not aware)
- 3 Can't remember

App3^

Who filled in the application for the Tax Credits was it [yourself, your partner, both you and your partner, and/or someone else]?

CODE ALL THAT APPLY

- 1 The respondent
- 2 Respondent's partner
- 3 Both respondent and partner
- 4 Someone else

{If App3=Someone else}

App5^

Who helped you fill in the application form?

CODE ALL THAT APPLY

- 1 Friends or relatives
- 2 Inland Revenue or Tax Credit Office helpline
- 3 Local tax office
- 4 Job centre/Jobcentre Plus
- 5 A voluntary/community or charitable organisation
- 6 Other (PLEASE SPECIFY)

{If App5 = other}

App5o

ENTER OTHER PERSON OR ORGANISATION THEY GOT HELP FROM FILLING IN THE APPLICATION FORM

{If did not contact IR, Tax Office or Job centre (If app5 <>2, 3 or 4)}

App6

What are the reasons you did not contact the Inland Revenue, Local Tax Office or Job Centre sources, for help with the application form?

INTERVIEWER: PROBE FULLY AND RECORD ALL DETAILS

NTC5b

In which month did you get your first payment of [Working Tax Credit and/or Child Tax Credit]?

INTERVIEWER: THIS IS THE MONTH WHEN RECEIVED PAYMENT

THIS IS EITHER THE FIRST REGULAR OR LUMP SUM PAYMENT

- 1 January 2004
- 2 February 2004
- 3 March 2004
- 4 April 2004
- 5 May 2004
- 6 June 2004
- 7 July 2004
- 8 August 2004

- 9 September 2004
- 10 October 2004
- 11 November 2004
- 12 December 2004
- 13 January 2005
- 14 February 2005

FC16a

As far as you can remember, how long did you have to wait between making your most recent application for the New Tax Credits and receipt of your first payment(s)?

ENTER NUMBER OF WEEKS HERE

IF LESS THAN ONE WEEK ENTER '0'

Range = 0..97

{If less than one week (If FC16a =0)}

FC16b

ENTER NUMBER OF DAYS HERE

Range = 0..6

{If experienced a delay between application and payment (FC16a = RESPONSE or FC16b=RESPONSE)}

FC16c (was FC16bc)

Was the time between your application for the New Tax Credits and receipt of payments shorter than expected, longer than expected or about what you had expected?

- 1 Shorter than expected
- 2 Longer than expected
- 3 About what was expected
- 4 Can't remember

ASK OF THOSE WHO CURRENTLY RECEIVE WTC AND/OR CTC AND APPLIED BEFORE APRIL 2004

{if BenNTC = 1, 2 or 3 AND NTC5a=1}

Renw

INTRODUCTION (READ OUT): The amount of Tax Credits you receive is reviewed every year. The Inland Revenue sends you an annual review form.

Have you received your annual review form (for 2003/04) from the Inland Revenue?

INTERVIEWER: IF NECESSARY, SHOW EXAMPLE OF ANNUAL REVIEW FORM TC603R

IF RECEIVED MORE THAN ONE, TAKE THE MOST RECENT

- 1 Yes
- 2 No

{If have received annual review form (If RenW=Yes)}

Renw1

When did you receive it (the annual review form)?

- 1 April 2004
- 2 May 2004
- 3 June 2004
- 4 July 2004
- 5 August 2004
- 6 September 2004

- 7 October 2004
- 8 November 2004
- 9 December 2004
- 10 January 2005
- 11 February 2005
- 12 Don't know, can't remember

Renw2a

Following receipt of your annual review form, have you completed the Annual Declaration form?
 INTERVIEWER: IF NECESSARY, SHOW EXAMPLE OF ANNUAL DECLARATION FORM TC603D

- 1 Yes
- 2 No, not completed form yet
- 3 No, my annual review form stated I did not need to complete any form

{If has completed annual declaration form (If Renw2a=Yes)}

Renw2b

Since you received your tax credits annual review form, about how much time did you let go before completing the annual declaration form?
 ENTER NUMBER OF WEEKS HERE. IF LESS THAN ONE WEEK, ENTER 0

Range = 0 . 97

{If less than one week (If Renw2b=0)}

Renw2c

ENTER NUMBER OF DAYS HERE

Range = 0..6

Renw3

SHOW CARD J4

What did you notify the Inland Revenue about in your annual declaration form?
 CODE ALL THAT APPLY
 IF 'PREGNANCY', CODE AS 'Other'

- 1 There was no change in circumstances
- 2 Moved in with step-family
- 3 Birth of child
- 4 Change in childcare (e.g.cost, provider)
- 5 Started/stopped using childcare
- 6 I started earning more money
- 7 My hours increased
- 8 I had stopped working
- 9 I had moved job
- 10 I had moved into work (from out of work)
- 11 I was earning less money
- 12 My hours were reduced
- 13 Just separated/ divorced/ split up
- 14 My partner started earning more money
- 15 My partner working more hours
- 16 My partner had stopped working
- 17 My partner just got a new job
- 18 My partner just got a new job
- 19 My partner was earning less money
- 20 My partner working less hours
- 21 Other (please specify)

{If Renw3=Other}

Renw3o

ENTER OTHER REASON

{If applied before April (If NTC5a=1)}

Renw4

And can I check, have you received a notice finalising your award for 2003-2004 from the Inland Revenue?

INTERVIEWER: SHOW EXAMPLE OF NOTICE FINALISING AWARD FOR 2003-2004
THIS IS FORM CODE TC602(E)

- 1 Yes
- 2 No

{If have notice finalising award (If Renw4 = yes)}

Renw4a

In that case, could you consult the notice finalising your award for 2003-2004, because it may be useful in the next question?

- 1 Yes
- 2 No

{If Renw4a=Yes}

Renw5

INTRODUCTION (READ OUT): As a result of the annual review, you may experience an overpayment or underpayment regarding your 2003-2004 award. From the notice finalising your award for 2003-2004 (TC 602E), can you tell me if there is an amount to be paid by the Inland Revenue to you, or an amount to be paid by you to the Inland Revenue for 2003-2004?

INTERVIEWER : THIS INFORMATION IS ON THE BACK PAGE OF FORM CODE TC602(E).

- 1 Yes, net payment by the Inland Revenue to me
- 2 Yes, net payment by me to the Inland Revenue
- 3 No, none of these
- 4 Don't know
- 5 Refused

{IF net payment to or from IR (If Renw5=1 or 2)}

Renw6

How much is the net payment [by the Inland Revenue to you/by you to the Inland Revenue]?
CODE TO NEAREST £

Range = 0..9997

ASK OF THOSE WHO CURRENTLY RECEIVE WTC AND/OR CTC

{If currently receiving WTC or CTC or both (If BenNTC = 1, 2 or 3)}

{If have current award notice (If Awardb=Yes)}

NTCDat

[INTRODUCTION: So far we have been discussing your previous tax credits award. We now want to talk about your current award.]

From your latest award notice can you tell me the year from which income was used to work out your tax credit award?

INTERVIEWER: THIS INFORMATION WILL BE AT THE TOP OF THE 'YOUR INCOME SECTION FORM TC602 SEE PAGE 2

FORM TC602(A) SEE PAGE 3

1 2001-02

2 2003-04

3 2004-05

NTCinc

From your latest award notice what was [your/you and your partner's] total income, which was used to work out your tax credit award?

INTERVIEWER: THIS IS THE TOTAL 'INCOME FIGURE' AT THE BOTTOM OF THE 'YOUR INCOME' SECTION.

FORM TC602 SEE PAGE 2

FORM TC602(A) SEE PAGE 3

IF RECEIVES MIG OR PENSION CREDIT, ENTER '0'.

ENTER THE AMOUNT IN POUNDS AND PENCE.

Range = 0.00..99997.00

Soft Check:

IF NTCinc=>60000

[NTCinc] IS AN UNUSUAL AMOUNT. PLEASE CHECK!

{If do not have award notice and first applied before April 2004 and have **not** received a notice finalising notice award or finalising notice is not available (IF Awardb=No AND NTC5a=1 AND Renw4=No OR Renw4a=No)}

NTCconR

Your initial award for Working Tax Credit/Child Tax Credit was based on your family income for April 2001 - March 2002. Did you/your partner contact the Inland Revenue to report a revised estimate of your annual family income?

1 Yes

2 No

{If have contacted IR (NTCConR=Yes)}

NTCconr1

For which year did you report a revised estimate (of family income)?

INTERVIEWER: IF REPORTED REVISED ESTIMATES FOR BOTH YEARS, CODE THE MOST RECENT

1 2003-04

2 2004-05

{If do not have award notice and first applied after April 2004 (IF Awardb=No AND NTC5a=2)}

NTCconr2

Your award for Working Tax Credit/Child Tax Credit in 2004-2005 is originally based on your family income for April 2003 - March 2004. Since then have you contacted the Inland Revenue to report an estimate of income for 2004-2005?

1 Yes

2 No

{If do not have award notice AND have not contacted IR regarding income for 2004/05 OR have award notice but refused or don't know amount income award based on {If Awardb=No AND NTCconr1 = 1 OR NTCconr2=No OR NTCinc=Ref or DK}}

IncOld2

SHOW CARD J5

I would like you to think about your gross total family income, that is the amount before tax deductions, benefits and interest from savings. Which one of the categories on this card describes your annual income between April 2003 and March 2004?

	Annual	Weekly	Monthly
1	A £50,001 - £58,000	£951 - £1,100	£4,151 - £4,850
2	B £13,001 - £15,000	£251 - £300	£1,101 - £1,250
3	C £19,001 - £23,000	£351 - £450	£1,601 - £1,900
4	D £66,001 or more	£1,251 or more	£5,501 or more
5	E £11,001 - £13,000	£201 - £250	£901 - £1,100
6	F £23,001 - £50,000	£451 - £950	£1,901 - £4,150
7	G Up to £5,000	Up to £100	Up to £400
8	H £58,001 - £66,000	£1,101 - £1,250	£4,851 - £5,500
9	I £5,001 - £11,000	£101 - £200	£401 - £900
10	J £15,001 - £19,000	£301 - £350	£1,251 - £1,600

{If do not have award notice and have not contacted IR regarding income for 2004/05 OR have award notice but refused or don't know amount income award based on (IF Awardb=No AND NTCconr = No OR Awardb=Yes AND NTCinc=Ref or DK)}

IncOld

SHOW CARD J5

I would like you to think about your gross total family income, that is the amount before tax deductions, benefits and interest from savings. Which one of the categories on this card describes your annual income between April 2001 and March 2002?

	Annual	Weekly	Monthly
1	A £50,001 - £58,000	£951 - £1,100	£4,151 - £4,850
2	B £13,001 - £15,000	£251 - £300	£1,101 - £1,250
3	C £19,001 - £23,000	£351 - £450	£1,601 - £1,900
4	D £66,001 or more	£1,251 or more	£5,501 or more
5	E £11,001 - £13,000	£201 - £250	£901 - £1,100
6	F £23,001 - £50,000	£451 - £950	£1,901 - £4,150
7	G Up to £5,000	Up to £100	Up to £400
8	H £58,001 - £66,000	£1,101 - £1,250	£4,851 - £5,500
9	I £5,001 - £11,000	£101 - £200	£401 - £900
10	J £15,001 - £19,000	£301 - £350	£1,251 - £1,600

Not1

Have [you or your partner] contacted Inland Revenue to notify them about the changes in circumstances that have occurred since April 2004 and may have affected your Working Tax credit and/or Child Tax Credit award?

IF YES: Is that all the changes or some of the changes?

- 1 Yes - contacted Inland Revenue about ALL changes
- 2 Yes - contacted Inland Revenue about SOME changes
- 3 No - not notified yet
- 4 No - not applicable/ no change in circumstances

{If have contacted IR (Not1=1 or 2)}

Not2^

SHOW CARD J6

What changes did you notify Inland Revenue about?

CODE ALL THAT APPLY

- 1 Moved in with step-family
- 2 Birth of child
- 3 Change in childcare (e.g.cost, provider)
- 4 Started/stopped using childcare
- 5 I started earning more money
- 6 My hours increased
- 7 I had stopped working
- 8 I had moved job
- 9 I had moved into work (from out of work)
- 10 I was earning less money
- 11 My hours were reduced
- 12 Just separated/divorced/split up
- 13 My partner started earning more money
- 14 My partner working more hours
- 15 My partner had stopped working
- 16 My partner just got a new job
- 17 My partner just got a new job
- 18 My partner was earning less money
- 19 My partner working less hours
- 20 Other (please specify)

{If Not2=Other}

NotO

ENTER OTHER REASON FOR CONTACTING IR

NTCcc3^

And does your receipt of [Working Tax Credit and/or Child Tax Credit] affect the number of hours of childcare you use?

- 1 Yes - changed number of hours using registered childcare
- 2 Yes - changed number of hours using non-registered childcare
- 3 No

{If number hours affected (NTCcc3=Yes)}

NTCcc4

How has receiving [Working Tax Credit or Child Tax Credit] changed the number of hours a week you use childcare?

- 1 Childcare hours increased
- 2 Childcare hours decreased
- 3 Childcare hours have not changed

{IF HAVE RECEIVED OR CURRENTLY RECEIVE WTC OR CTC OR BOTH AND NUMBER HOURS USING NON-REGISTERED CHILDCARE AFFECTED}

NTCcc4o

How has receiving [Working Tax Credit or Child Tax Credit] changed the number of hours a week you use/used non-registered childcare?

- 1 Childcare hours increased
- 2 Childcare hours decreased
- 3 Childcare hours have not changed

{If number of childcare hours changed (NTCcc4=1 or 2)}

NTCcc5

And, in total, how many [more/fewer] hours of childcare a week, on average, do you use because of the [Working Tax Credit or Child Tax Credit] you receive?

Range = 1..97

fntccc5o

And, in total, how many more/fewer hours of childcare a week, on average, do you use because of the Working Tax Credit and /or Child Tax Credit you receive?

{If receive WTC (BenNTC = 1 or 3)}

NTCcc6

Do you receive extra money as part of your New Tax Credit payments to cover the costs of childcare, this is called the **Child care element** on your tax credit award notice?

INTERVIEWER: PAGE 3 OF TAX CREDIT AWARD WILL SHOW IF PARENTS ARE IN RECEIPT OF CHILD CARE TAX CREDIT

- 1 Yes
- 2 No

{If have receive (BenNTC=1 or 2 or 3)}

NTCwk1

Has your receipt of the New Tax Credits affected the number of hours that you work?

- 1 Yes
- 2 No

NTCwk2

And has it affected the number of hours your partner works?

- 1 Yes
- 2 No

{If working hours affected (NTCwk1=Yes)}

NTCwk3

How has receiving the New Tax Credits changed the number of hours a week you work?

- 1 Working hours increased
- 2 Working hours decreased
- 3 Working hours stayed the same

{If partner's working hours affected (NTCwk2=Yes)}

NTCwk4

And how has receiving the New Tax Credits changed the number of hours a week your partner work?

- 1 Working hours increased
- 2 Working hours decreased
- 3 Working hours stayed the same

{If working hours changed (NTCwk3=1 or 2)}

NTCwk5

And how many [more/fewer] hours of work a week, on average, do you do because of help you receive through [Working Tax Credit and/or Child Tax Credit]?

Range = 1..97

{If partner's working hours changed (NTCwk4=1 or 2)}

NTCwk6

And how many [more/fewer] hours of work a week, on average, do your partner do because of help you receive through [Working Tax Credit and/or Child Tax Credit]?

Range = 1..97

ASK OF THOSE WHO CURRENTLY RECEIVE WTC AND/OR CTC AND APPLIED AFTER APRIL 2004

{if BenNTC = 1, 2 or 3 AND NTC5a=2}

FC25

When you first received the Tax Credits, were there other benefits you expected to get, but found you could no longer get or which you found were reduced?

- 1 Yes
- 2 No

{If FC25=Yes}

FC26a^

What were these benefits, that you did not expect to lose or be reduced?

CODE ALL THAT APPLY BUT DO NOT PROMPT

- 1 Housing Benefit/Rent Rebate
- 2 Council Tax rebate
- 3 Mortgage interest help
- 4 Free legal fees
- 5 Free school meals
- 6 School uniform/clothing grant
- 7 Baby milk/milk tokens
- 8 Childcare costs
- 9 Prescription costs

- 10 Dental treatment costs
- 11 Eye test and spectacles
- 13 Crisis/Social fund loan
- 14 Other (SPECIFY)

{If FC26a = Other}

FC26b

ENTER NAME OF OTHER BENEFIT(S)

FC28

Just before you started to receive [Working Tax Credit and/or Child Tax Credit] did you receive housing benefit/rent rebate or did you receive help from the Department for Work and Pensions (formerly DSS) with mortgage interest?

- 1 Yes, housing benefit/rent rebate
- 2 Yes, help with mortgage interest
- 3 No - neither of these

{If received housing benefit or help with mortgage interest (FC28 = 1 or 2)}

FC29

Once you started receiving [Working Tax Credit and/or Child Tax Credit], did you receive more [housing benefit/rent rebate/help with mortgage interest] than you did before, the same amount, less, or none at all?

- 1 More
- 2 Same
- 3 Less
- 4 None

FC30

Did you expect [housing benefit/rent rebate/help with your mortgage interest] to continue to be paid at the same rates as before?

- 1 Yes - expected to be the same
- 2 No- expected to be paid less
- 3 No- expected to be paid more
- 4 No- expected none at all
- 5 Didn't know what to expect/Can't remember

FC31

Just before you started to receive [Working Tax Credit and/or Child Tax Credit] in, did you receive Council Tax benefit?

- 1 Yes
- 2 No

{If FC31 = yes}

FC32

Once you started receiving [Working Tax Credit and/or Child Tax Credit], did you receive more Council Tax benefit than you did before, the same amount, less, or none at all?

- 1 More
- 2 Same
- 3 Less
- 4 None

FC33

Did you expect Council Tax benefit to continue to be paid at the same rates as before?

- 1 Yes - expected to be the same
- 2 No- expected to be paid less
- 3 No- expected to be paid more
- 4 No- expected none at all
- 5 Didn't know what to expect/Can't remember

{If currently receive WTC or CTC OR those familiar with NTCs (BenNTC=1 or 2 or 3 OR NTC1a = 5, 6 or 7)}
Pintro

The next questions are to find out what you know about the New Tax Credits. It doesn't matter if you do not know all the answers

Pass1^

SHOW CARD J7

As far as you know, which, if any, of the following are also available to some families if they are claiming the New Tax Credits – that is Working tax credit and/or child tax credit? You can select as many or as few as you like.

- 1 Baby milk at reduced prices
- 2 Free NHS dental treatment
- 3 Help toward loft insulation
- 4 Free school meals
- 5 Help with childcare costs
- 6 Help with legal fees
- 7 Help with eye tests or spectacles
- 8 Help with fares to hospital
- 9 Help with prescription charges
- 10 Help with home improvements (painting and decorating)
- 11 Other (PLEASE SPECIFY)
- 12 None of these (SPONTANEOUS)

{If Pass1=Other}

Pass1O

ENTER OTHER ANSWER

{If currently receive WTC or CTC(BenNTC=1 or 2 or 3)}

FC22^

SHOW CARD J8

And since April 2004 whilst you have been receiving [Working Tax Credit and/or Child Tax Credit] have you ever made use of any of the benefits on this card that you may be entitled to?

- 1 Baby milk at reduced prices
- 2 Free NHS dental treatment
- 3 Help toward loft insulation
- 4 Free school meals
- 5 Help with childcare costs
- 6 Help with legal fees
- 7 Help with eye tests or spectacles
- 8 Help with fares to hospital
- 9 Help with prescription charges
- 10 Help with home improvements (painting and decorating)
- 11 Other (PLEASE SPECIFY)

{If have had free prescriptions (FC22 = 9)}

FC23

[Were/are] these prescriptions for [you/you or your partner] or only for your child(ren)?

- 1 For respondent/ partner
- 2 For child(ren)
- 3 Both adult(s) and child(ren)

{If currently receive WTC or CTC OR those familiar with NTCs (BenNTC=1 or 2 or 3 OR NTC1a = 5, 6 or 7)}
NTC37

I am going to read out a series of statements about the New Tax Credits. For each could you tell me whether you think it is true, false or if you don't know?

{Following questions (prefix NTC37) appear in random order in the CAPI program}

NTC37a

If you have been awarded Tax Credits you must tell the Inland Revenue about an increase in annual income up to £2,500

- 1 True
- 2 False
- 9 Don't Know

NTC37b

If you are receiving New Tax Credits and your income falls, you will not be entitled to receive any extra money until your claim is renewed.

- 1 True
- 2 False
- 9 Don't Know

NTC37c

If you are receiving New Tax Credits and are using registered childcare, you may be eligible for help towards childcare costs.

- 1 True
- 2 False
- 9 Don't Know

NTC37d

Couples who work for more than 30 hours a week between them are eligible for a higher Working Tax Credit Award.

- 1 True
- 2 False
- 9 Don't Know

NTC38a

Now some questions about changes in family circumstances. When you are given an award for Tax Credits it lasts for twelve months. During that 12 months you must tell the Inland Revenue if some of your circumstances change.

SHOW CARD J9

I am going to read out a list of different changes in family circumstances. From this card could you tell me, as far as you know, when, if at all, you would need to inform the Inland Revenue of each change?

You are in a couple and split up with your partner ...

- 1 Immediately
- 2 By the end of the tax year (March/ April) at the latest
- 3 Would not need to tell the Inland Revenue at all

NTC38b

SHOW CARD J9

You are a lone-parent and move in with a new partner...

(ADD IF NECESSARY...how soon would you need to tell the Inland Revenue?)

- 1 Immediately
- 2 By the end of the tax year (March/ April) at the latest
- 3 Would not need to tell the Inland Revenue at all

NTC38e

SHOW CARD J9

You have a new child...

(ADD IF NECESSARY...how soon would you need to tell the Inland Revenue?)

- 1 Immediately
- 2 By the end of the tax year (March/ April) at the latest
- 3 Would not need to tell the Inland Revenue at all

NTC38h

SHOW CARD J9

Your child finishes full time education at 16 or 18 years old...

(ADD IF NECESSARY...how soon would you need to tell the Inland Revenue?)

- 1 Immediately
- 2 By the end of the tax year (March/ April) at the latest
- 3 Would not need to tell the Inland Revenue at all

NTC39^

If your family circumstances or income changed, how would you find out if these changes would affect your entitlement to New Tax Credits? How else?

PROBE DO NOT PROMPT. CODE ALL THAT APPLY

- 1 Ring the Inland Revenue/ the Helpline
- 2 Ring the local council
- 3 Use the Internet
- 4 Ask friends and family
- 5 Citizens Advice Bureau
- 6 Visit a financial Adviser
- 7 Visit the local jobcentre
- 8 Visit the local tax office
- 9 Other (PLEASE SPECIFY)

{If NTC39 = Other}

NTC39O

ENTER OTHER ANSWER

OVERALL AWARENESS OF TAX CREDIT SYSTEM

{If not currently receiving or does not have any knowledge of NTCs (BenNTC = 4 OR NTC1a <> 5, 6, or 7)}

Intr2

Although you may have no experience of Working Tax Credit or Child Tax Credit, I would like to ask you some questions about what you may have heard about these tax credits.

{All}

FC42a

From what you know or have heard, what, do you think, is the maximum [you/you and your partner] can earn a year and still receive some Child Tax Credit?

GUESSES ARE ENCOURAGED.

FIRST, CODE TIME PERIOD: PER WEEK, MONTH OR YEAR

- 1 Per week
- 2 Per month
- 3 Per year
- 4 Per other period

FC42b

...NOW ENTER AMOUNT (period from FC42a)

Range = 0..99997

FC43

INTERVIEWER RECORD: DID RESPONDENT LOOK UP AMOUNT IN CHILD BENEFIT BOOK, OR SIMILAR SOURCE?

- 1 Yes
- 2 No

FC46

Do you know the minimum number of hours a week you have to work to be able to get Working Tax Credit?

- 1 Yes
- 2 No

{If FC46 = Yes}

FC47

How many hours a week is this?

Range = 0..97

FC48a^

Apart from earnings, what other things do you think the Inland Revenue take into account in working out whether or not you can get New Tax Credits, or how much you can get?

PROBE FULLY BUT DO NOT PROMPT. CODE AS MANY AS APPLY

- 1 Number of children
- 2 Age of children
- 3 Whether or not has a partner
- 4 Other income
- 5 Amount of Savings
- 6 Rent/Mortgage payments
- 7 Fares to work
- 8 Food/fuel costs
- 9 Amount of maintenance
- 10 Hours worked
- 11 Use of childcare
- 12 Don't Know
- 13 Other (PLEASE SPECIFY)

{If FC48a =Other}

FC48b

ENTER OTHER THING(S) IR TAKES INTO ACCOUNT

15 Income Support

ASK FOR MAIN RESPONDENT ONLY

Intro

INCOME SUPPORT SECTION

{If not receiving Income Support (ben1a <> 1)}

IS0

Now some questions about Income Support. Can I just check, have you received Income Support at any time in the last 12 months?

- 1 Yes
- 2 No

{If receiving Income Support (ben1a = 1)}

IS1

You mentioned earlier that you are receiving Income Support. When did you start this present spell on Income Support?

INCLUDE TIME ON SUPPLEMENTARY BENEFIT

INTERVIEWER, ENTER YEAR...

Range = 1950..2050

IS2

...AND MONTH

IF DK, ASK 'Was it Winter, Spring...?' AND ENTER MID-SEASON MONTH:

SEE HELP <F9>

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

IS3^

SHOW CARD K1

[During this spell on Income Support/Since date of last interview], have you made use of any of the benefits that go with it. I mean the benefits on this card?

CODE ALL THAT APPLY

- 1 Free prescriptions
- 2 Help with buying glasses
- 3 Free eye tests
- 4 Free school meals
- 5 Free NHS dental treatment
- 6 Baby milk tokens
- 7 Fares to hospital
- 8 Loft insulation
- 9 Legal aid
- 10 None of these

{If NON PANEL and receiving Income Support (ben1a = 1)}

IS5

While you are receiving Income Support, do you know how much a week you are allowed to earn before money is taken off your weekly Income Support payments?

INTERVIEWER: CODE TO THE NEAREST £

IF DOESN'T KNOW, ENTER [CTRL+K]

Range = 0..997

IS6

Do you know how many hours a week you can work before you would lose Income Support completely?

INTERVIEWER: CODE TO THE NEAREST £

IF DOESN'T KNOW, ENTER [CTRL+K]

Range = 0..97

{If receiving Income Support (ben1a = 1) or JSA (ben1a = 2) and respondent is a lone parent}

IS6a

Some lone parents who leave Income Support or Job Seeker's Allowance and move into work may keep their Income Support or Job Seeker's Allowance payments for two weeks. Were you aware of this?

- 1 Yes
- 2 No

{If aware of this (IS6a=Yes)}

IS6c

Has the lone parents' benefit run-on made you think differently about moving into paid work?

- 1 Yes
- 2 No

{If think differently (IS6c=Yes)}

IS6d

In what way has the lone parents' benefit run-on made you think differently about moving into paid work?

INTERVIEWER RECORD RESPONSE

- 1 *Transition into work will be financially less difficult*
- 2 *Generally, will be financially better off working*
- 3 *Thinking about work SOONER than otherwise would*
- 4 *Other specific answer, not codeable to 1-3*
- 97 *Other vague answer, not codeable to 1-4*

{If receiving or received Income Support in the last year (Ben1a=1 or IS0=1)}

IS7

During the past 12 months, have you applied to the Department for Work and Pensions (formerly the DSS) for a grant of money (not a loan) to pay for something you needed?

- 1 Yes
- 2 No

{If IS7 = yes}

IS8^

What was this for?

CODE ALL THAT APPLY

- 1 Bed
- 2 Other furniture
- 3 Cooker
- 4 Fridge
- 5 Washing machine
- 6 Other appliance
- 7 Other item (SPECIFY AT NEXT QUESTION)
- 8 *Clothing*
- 9 *Removal costs*
- 10 *Carpets/Home decoration*
- 11 *Applied for ineligible item*
- 13 *Other specific answer, not codeable to 1-11*
- 97 *Other vague answer, not codeable to 1-13*

{If Is8=Other item}

IS9

INTERVIEWER: ENTER NAME OF OTHER ITEM(S).
PROBE FULLY

TABLE FOR EACH ITEM MENTIONED AT IS8

IS10

[Item mentioned at IS8]

Was your request granted?

- 1 Yes - whole amount asked for
- 2 Yes - less than amount asked for
- 3 No

END OF TABLE

{If receives Income Support or receives income-based JSA (Ben1a = 1 or Ben1a =2 and Ben5=2)}

IS11

And during the past 12 months, have you applied to the Department for Work and Pensions (formerly the DSS) for a loan from the Social Fund(not a grant), to pay for something you needed?

- 1 Yes
- 2 No

{If IS11 = Yes}

IS11a

Were you given a loan, or any loans, from the Social Fund?

- 1 Yes
- 2 No

{If has received Social Fund loan(s) (IS11a = Yes)}

IS11b

And, thinking about your most recent application, what did you want this loan for?

- 1 furniture/household equipment
- 2 clothing/footwear
- 3 rent in advance/costs associated with moving house
- 4 improvement, maintenance and security of the home
- 5 travel expenses
- 6 expenses associated with seeking or re-entering work
- 7 general living expenses
- 8 Other

{If receiving Income Support (Ben1a =1)}

IS12

Are any deductions made from your weekly benefit payments for things like social fund loans, electric bills, and things like that?

- 1 Yes
- 2 No

{If IS12 = yes}

IS13^

What are these deductions for?

- 1 Electric bills
- 2 Gas bills
- 3 Social fund loans
- 4 Overpayments
- 5 Council tax arrears
- 6 water charges
- 7 Rent arrears
- 8 Maintenance payments
- 9 Other

{If IS12 = yes}

IS14

How much is deducted each week from your social security payments?

Range = 1..997

16 Other sources of income

ASKED FOR MAIN RESPONDENT ONLY

Intro

OTHER INCOME SECTION

Oin1

So far we have talked about jobs, benefits (maintenance) and so on.

Do you have any **other** regular income, that is, money you can count on coming in most weeks or months, **excluding** any income from savings or investments [and excluding your partners wages from work (if any)]?

INTERVIEWER: IF APPLICABLE, PROBE FOR INCOME FROM PENSION (RESPONDENT OR PARTNER) - THIS SHOULD BE INCLUDED

- 1 Yes
- 2 No

{If Oin1 = yes}

Oin2

How much extra money do you get in this way?

INTERVIEWER: IF UNSURE, PROBE FOR AVERAGE

Range = 0..9997

Oin3

And what period of time does this amount cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

Oin4^

And where does this money come from?

INTERVIEWER PROBE FULLY

- 1 Board and lodgings from son/daughter
- 2 Board and lodgings from other
- 3 Private / occupational pension
- 4 Income from benefit payments
- 5 Income from maintenance payments
- 6 Other(please specify at next question)
- 7 *Bursary/grant for study*
- 8 *Occasional job*

- 9 *Other specific answer, not codeable to 1-8*
- 97 *Other vague answer, not codeable to 1-9*

{If Oin4 = Other}

Oin4a

INTERVIEWER: RECORD OTHER SOURCES OF MONEY

17 Savings

WHOLE BLOCK ASKED FOR MAIN RESPONDENT ONLY, PARTNER ASKED SAV4S-SAV6P

Intro

SAVINGS

Savmm1

Now there are some questions about CURRENT accounts and SAVINGS accounts. These could be with a bank, a building society, the post office, supermarkets, or other organisations.

Do [you/you and your partner] have any current accounts or savings accounts? This could be in your own name only, or held jointly with someone else.

INTERVIEWER: THIS IS AN OPINION QUESTION.

DO NOT INCLUDE CHILDREN'S ACCOUNTS.

- 1 Yes - any account
- 2 No

{If Savmm1 = yes, and in a couple}

Savmm2^

In what names do you hold this (these) account(s)?

CODE ALL THAT APPLY

- 1 Any account in respondent's name only
- 2 Any account in partner's name only
- 3 Any joint account

{All}

Savmm3b

Have you ever been refused an account by a bank or building society?

- 1 Yes
- 2 No

{If savmm3b=Yes}

Savmm3c

When was that?

INTERVIEWER: PLEASE ENTER YEAR FIRST AND MONTH IF LESS THAN 3 YEARS AGO.

COLLECT MOST RECENT OCCASION IF HAS BEEN REFUSED MORE THAN ONE ACCOUNT

Range = 1930..2050

{If Savmm3c in last 3 years}

Savmm3d

INTERVIEWER: ENTER MONTH.

Range = 1..12

NO SAVMM4, 5 OR 6

{All}

Savmm8

Do you save regularly?

(NOTE THIS CAN BE INTO A BANK OR BUILDING SOCIETY ACCOUNT, A CREDIT UNION, OR SOME OTHER WAY)

- 1 Yes
- 2 No

{If save regularly, (Savmm8=Yes)}

Savmm9^

Are you saving for a particular reason, such as to pay bills or to buy something, for the future, or for no particular reason?

- 1 Putting aside money for bills
- 2 Saving for a particular purchase (e.g. car, house deposit, durable goods)
- 3 Saving for the future / long-term (e.g. for a pension)
- 4 No particular purpose - just saving, a habit, etc.
- 5 Other

{If Savmm1 = Yes}

Sav1^

SHOW CARD L1

Now thinking about money that you consider to be savings.

At present do you [or your partner] have any money in any of the places mentioned on this card?

THIS IS AN OPINION QUESTION

CODE ALL THAT APPLY

INTERVIEWER: THERE ARE 14 CODES.

- 1 Bank/ Building Society deposit account
- 2 Bank/ Building Society current account
- 3 Post Office
- 4 Building Society savings or investment account
- 5 Friendly society/savings club
- 6 Premium bonds
- 7 Family bonds
- 8 Credit Union
- 9 National Savings
- 10 TESSA
- 11 Individual Savings Account (ISA):cash based
- 12 Individual Savings Account (ISA):stocks and shares based
- 13 Any other savings
- 14 Has no savings (spontaneous code)

TABLE for each saving type coded at Sav1

{If has savings (Sav1<>14)}

Sav2

How much do you have saved in [name of account from Sav1]?

INTERVIEWER:CODE TO THE NEAREST £

IF ACCOUNT IS CURRENTLY OVERDRAWN CODE 999997

Range = 1..999997

End table

Sav3

Do [you/you and your partner] have any money invested in things like company shares, unit trusts, PEPs, bonds or securities?

- 1 Yes
- 2 No

{If Sav3 = yes}

Sav4

How much money, do you think, are these investments worth at the present time?

INTERVIEWER: CODE TO NEAREST £

Range = 1..999997

{If Sav4=refused or don't know}

Sav4a

Would you say that these investments are worth more than £20,000 at the present time?

- 1 Yes
- 2 No

Sav4s

Have you, or has someone on your behalf, taken out a Stakeholder pension?

IF YES: Did you take it out yourself or did someone take it out on your behalf?

- 1 Yes, took one out for myself
- 2 Yes, someone took one out on my behalf
- 3 No

{If have taken out a stakeholder pension (Sav4s = 1 or 2)}

Sav5s

How much do you pay for your Stakeholder pension?

RECORD TO THE NEAREST WHOLE £

Range = 0..99997

Sav6s

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

Sav4p

I'd also like to ask you about private personal pensions, that is a pension that you yourself have taken out on your own behalf. Do you have a personal or private pension plan (apart from a Stakeholder Pension) that you [or your employer] are currently contributing to. [Do not include pensions run by your employer.]?

- 1 Yes
- 2 No

{If Savp = yes}

Sav5p

How much do you pay for your personal pension?
RECORD TO THE NEAREST WHOLE £

Range = 0..99997

Sav6p

What period does that cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

{If a couple household}

Sav5

SHOW CARD L2

People organise their family finances in different ways. Which of the ways on this card comes closest to the way you organise yours?

INTERVIEWER: THERE ARE 6 CODES.

- 1 I look after all the household's money (except some personal spending money for my partner, if any)
- 2 My partner looks after all the household's money (except my personal spending money, if any)
- 3 I am given a housekeeping allowance. My partner looks after the rest of the money
- 4 We share and manage our finances jointly
- 5 We keep our finances completely separate
- 6 Some other way (SPECIFY)
- 7 *Other specific answer, not codeable to 1-5*
- 97 *Other vague answer, not codeable to 1-7*

{If (Sav5 = other)}

Sav5a

What other way?

{If a couple household and receiving WTC or CTC (Benntc=1 or 2 or 3)}

Sav6

Have you changed the way you organise your family's finances, since first claiming [Working Tax Credit, Child Tax Credit, Working Tax Credit and Child Tax Credit]?

- 1 Yes
- 2 No

{If Sav6 = yes}

Sav7

What changes to your family's finances have you made?

INTERVIEWER RECORD

- 1 Budget over a different period (e.g. weekly instead of monthly)
- 2 Partner now gives me more
- 3 I now give my partner more
- 4 We now share the finances
- 5 Other specific answer, not codeable to 1-4
- 97 Other vague answer, not codeable to 1-5

TABLE FOR EACH CHILD IN HOUSEHOLD AGED 18 or UNDER

SavCh3

Thinking of [child's name], does [he/she] have any savings in a bank or building society account; or any National Savings and Investments, such as Children's Bonus Bonds; or any stocks and shares, or other investments?

- 1 Yes
- 2 No

{IF Savch3=Yes}

Savch4

SHOW CARD L3

Thinking of [child's name]'s savings, in total, roughly what would you say is the current value held by [child's name]?

- 1 Less than £500
- 2 £501 to £1,000
- 3 £1,001 to £1,500
- 4 £1,501 to £3,000
- 5 Greater than £3,000

18 Expenditure and hardship

{ASKED FOR MAIN RESPONDENT ONLY}

Intro

EXPENDITURE SECTION

{All}

ExpInt1

This next section is about the sorts of things that some families have, but which many people have difficulty finding the money for. First, some questions about food and eating.

INTERVIEWER: ASK RESPONDENT TO READ OUT THE NUMBER FROM THE SHOWCARD

ExpMain

SHOW CARD M1

Do you and your family have...A cooked main meal every day?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpMeat

SHOW CARD M1

Do you and your family have...Meat or fish every other day?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpRoast

SHOW CARD M1

...A roast meat joint (or something similar) **at least** once a week?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpVeg

SHOW CARD M1

...Fresh vegetables on most days?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpFruit

SHOW CARD M1

...Fresh fruit on most days?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpCake

SHOW CARD M1

Do you and your family have...Cakes and biscuits on most days?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpBfood

SHOW CARD M1

Good quality 'Brand Name' food for family meals on most days?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

Expint2

Now, some questions about clothes and going out.

ExpCoatA

SHOW CARD M1

Do you and your family have...A weatherproof coat for each adult?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpCoatC

SHOW CARD M1

A weatherproof coat for each child?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpShoeA

SHOW CARD M1

Two pairs of all-weather shoes for each adult?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpShoeC

SHOW CARD M1

Two pairs of all-weather shoes for each child?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpNewC

SHOW CARD M1

Do you and your family have...New, not second hand clothes when you all need them?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpBest

SHOW CARD M1

A best outfit for the children?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpBClo

SHOW CARD M1

Good quality **new** 'Brand Name' clothes or shoes for children?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpCeleb

SHOW CARD M1

A celebration with presents, for friends and family at special occasions like birthdays?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpToys

SHOW CARD M1

Toys and sports gear for the children?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpTrip

SHOW CARD M1

Do you and your family have...Money for trips, holidays or outings, or going with gifts to parties?
THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpHol

SHOW CARD M1

A one-week holiday away from home, not staying with relatives?
THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpNight

SHOW CARD M1

A night out once a month?
THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpFriend

SHOW CARD M1

Are you and your family... able to have friends or relatives for a meal, once a month?
THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpIntr3

Now, some questions about larger items that some families have in their homes.

ExpTV

SHOW CARD M1

Do you and your family have...A colour TV set?
THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpCable

SHOW CARD M1

Cable, satellite, or digital TV?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpFrid

SHOW CARD M1

A refrigerator (INC FRIDGE FREEZER)?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpFreez

SHOW CARD M1

A separate deep freeze?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpWash

SHOW CARD M1

Do you and your family have...A washing machine?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpTumbl

SHOW CARD M1

A tumble drier?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpPhone

SHOW CARD M1

A telephone (including mobile)?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpDish

SHOW CARD M1

A dishwasher?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpVideo

SHOW CARD M1

A video recorder?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpCent

SHOW CARD M1

Do you and your family have...Central heating (INC. STORAGE HEATERS)

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpMicro

SHOW CARD M1

A microwave oven?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpCar

SHOW CARD M1

A car/van?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpMusic

SHOW CARD M1

A music system (tape or CD)?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

ExpComp

SHOW CARD M1

A home computer (not Gameboy, Nintendo, Playstation)?

THIS IS RESPONDENT'S OWN INTERPRETATION.

- 1 We have this
- 2 We would like to have this, but cannot afford it at the moment
- 3 We do not want/need this at the moment

{If have a refrigerator (ExpFrid=1)}

ExpCFrid

SHOW CARD M2

How would you rate the condition of your refrigerator (inc fridge freezer)?

INTERVIEWER NOTE: THIS IS REGARDLESS OF WHETHER CAN AFFORD REPAIR/REPLACEMENT

- 1 in good working order
- 2 Minor problems (may need repair)
- 3 Major problems (may need replacing)

{If have a deep freeze (ExpCFrz=1)}

ExpCFrz

SHOW CARD M2

How would you rate the condition of your separate deep freeze?

INTERVIEWER NOTE: THIS IS REGARDLESS OF WHETHER CAN AFFORD REPAIR/REPLACEMENT:

- 1 in good working order
- 2 Minor problems (may need repair)
- 3 Major problems (may need replacing)

{If have a washing machine (ExpCWash=1)}

ExpCWash

SHOW CARD M2

How would you rate the condition of your washing machine?

INTERVIEWER NOTE: THIS IS REGARDLESS OF WHETHER CAN AFFORD REPAIR/REPLACEMENT:

- 1 in good working order
- 2 Minor problems (may need repair)
- 3 Major problems (may need replacing)

Exp11^

SHOW CARD M3

Sometimes families are not able to pay every bill when it falls due. May I ask, are you up-to-date with the bills on this card, or are you behind with any of them?

INTERVIEWER: THERE ARE 10 CODES.

- 1 behind with the electricity bill
- 2 behind with the gas bill
- 3 behind with other fuel bills like coal or oil
- 4 behind with Council Tax
- 5 behind with insurance policies
- 6 behind with telephone bill
- 7 behind with television/video rental or HP
- 8 behind with other HP payments
- 9 behind with water rates

- 10 other (please specify)
- 11 not behind with any of these
- 12 *Rent/Mortgage*
- 13 *Catalogue payments*
- 14 *Other vague answer, not codeable 1-13.*

{If Exp11= other }

Exp11o

PLEASE SPECIFY

TABLE FOR EACH ITEM CODED AT EXP11

{If behind with any bills (Exp11<>11)}

Exp12

How much do you owe for [name of bill mentioned at Exp11]?

INTERVIEWER: ENTER WHOLE POUNDS ONLY.

Range = 1..9997

END TABLE

Exp13^

SHOW CARD M4

Do you use any of the different ways of buying things listed on this card?

- 1 Credit cards {like Master card, Visa etc}
- 2 Charge cards {like American Express, Diners Club}
- 3 Shop or store cards {like Marks and Spencer, BHS etc}
- 4 Catalogues / mail order schemes
- 5 none of these

TABLE FOR EACH ITEM CODED AT EXP13

{If use any of the ways of buying things mentioned at Exp13 }

Exp13a

How much, if anything, is outstanding on [name of card mentioned at Exp13]. Please do not include credit card and other bills being fully paid off in the current month?

ENTER WHOLE POUNDS. IF OWES NOTHING, CODE 0.

Range = 0..99997

Exp14

At the moment are you able to manage the repayments on [name of card mentioned at Exp13]. I mean, to meet the minimum amount you have to repay?

- 1 Yes
- 2 No

{If Exp14 = no}

Exp15

How much are you unable to repay at the moment?

INTERVIEWER: ENTER WHOLE POUNDS ONLY.

Range = 1..9997

Soft Check

If Exp15 > 5000:

ARE YOU SURE? THAT'S OVER £5,000 ON ONE CARD.

END TABLE**Exp16^**

SHOW CARD M5

Over the past 12 months, have you used any of these ways to borrow money?

CODE ALL THAT APPLY

- 1 a bank overdraft
- 2 a fixed term loan from the Bank or Building Society (NOT MORTGAGE)
- 3 a loan from a finance company
- 4 a loan from a money lender or 'tally man'
- 5 a loan from a friend or relative
- 6 a loan, or advance on wages, from your employer
- 7 a Social Fund loan
- 8 other (please specify)
- 9 none of these
- 10 *Re-mortgage house/equity release/increase mortgage*
- 11 *Student loan*
- 12 *Other specific answer, not codeable to 1-11*
- 97 *Other vague answer, not codeable to 1-12*

{If Exp16=Other}

Exp16o

PLEASE SPECIFY

{If has bank overdraft (Exp16=1)}

Exp16a

How much are you currently overdrawn at the bank?

INTERVIEWER: ENTER WHOLE POUNDS ONLY.

Range = 0..9997

TABLE FOR EACH LOAN CODED AT EXP16

{If loaned any money}

Exp16b

What is the total amount currently outstanding on [type of loan mentioned at Exp16]?

ENTER WHOLE POUNDS. IF OWES NOTHING, CODE 0.:

Range = 0..99997

Exp17

Are you able to keep up with the repayments for the [type of loan mentioned at Exp16] or are you getting behind?

- 1 keeping up
- 2 getting behind

{If getting behind with repayments (Exp17 =2)}

Exp18

How much do you now owe on these overdue payments?

INTERVIEWER: ENTER WHOLE POUNDS ONLY.

Range = 1..9997

ExpPlan

Do you have a repayment plan for this loan?

- 1 Yes
- 2 No

{If ExpPlan=yes}

ExpWhen

When do you expect to finish paying it back?

- 1 less than 3 months
- 2 3 to less than 6 months
- 3 6 months to less than 1year
- 4 1 to less than 3 years
- 5 3 years or more

END TABLE

{If having problems with making repayments (any Exp14=no or any Exp17=2)}

ExpDebt

Do you have to go without things that you or your family need because of your current debt repayments?

IF YES, PROBE TO PRECODES

- 1 Yes, most of the time
- 2 Yes, occasionally
- 3 No

Exp25

Thinking back over the past 12 months, how often would you say you have had trouble with debts that you found hard to repay...READ OUT

- 1 ..almost all the time,
- 2 ...quite often,
- 3 ...only sometimes,
- 4 ...or never?

Savmm6

How often, would you say, do you have money over at the end of the week, or if you budget by the month, at the end of the month?

Would you say it was ... READ OUT ...

- 1 Always
- 2 Most weeks/months
- 3 More often than not
- 4 Sometimes
- 5 Hardly ever
- 6 Or never?
- 7 Don't know/too hard to say/varies too much to say

Savmm7

And how often, would you say, do you run out of money before the end of the week or the month? Would you say it was ... READ OUT

- 1 Always
- 2 Most weeks/months
- 3 More often than not
- 4 Sometimes
- 5 Hardly ever
- 6 Or never?
- 7 Don't know/too hard to say/varies too much to say

Exp19

How often would you say you have been worried about money during the last few weeks? ...READ OUT, CODE ONE ONLY...

- 1 ...almost all the time,
- 2 ...quite often,
- 3 ...only sometimes,
- 4 ...never?

Exp20

SHOW CARD M6

Taking everything together, which of the phrases on this card best describes how you and your family are managing financially these days?

- 1 manage very well
- 2 manage quite well
- 3 get by alright
- 4 don't manage very well
- 5 have some financial difficulties
- 6 are in deep financial trouble

Exp21

You say that now you [response from Exp20]. During the past 12 months, would you say that your situation has .. READ OUT :

- 1 ...got worse,
- 2 ...got better,
- 3 ...or has it stayed more or less the same?

{If situation has got worse (Exp21 = 1)}

Exp22

Is this because you need to buy more things nowadays, or are you having to manage on less money?

- 1 Need to buy more
- 2 Managing on less money
- 3 (Spontaneous) Both
- 4 (Spontaneous) Rise in cost of living

{If situation has got better (Exp21 = 2)}

Exp23

Is this because you need to buy fewer things nowadays or do you have more money to spend?

- 1 Need fewer things
- 2 More money
- 3 (Spontaneous) both
- 4 Other reason

{If Exp20=Response}

Exp24

And do you expect things to go on like this for the foreseeable future or do you expect things to get better for you, or to get worse?

- 1 Things will go on like this
- 2 Things will get better
- 3 Things will get worse

Exp26a^

Some people bringing up children receive financial help from their families, often from their parents.

Over the past 12 months, has your family ever helped you with ... READ OUT...

THIS IS RESPONDENT'S OWN INTERPRETATION OF FAMILY

- 1 ...paying towards bills,
- 2 ...buying clothes for your children,
- 3 ...buying clothes for you,
- 4 ...paying for trips/holidays,
- 5 ...buying new items (SPECIFY AT NEXT QUESTION)?
- 6 none of these
- 7 not applicable, has no family
- 8 *Buying electrical equipment*
- 9 *Buying furniture/furnishings/home-improvements*
- 10 *Buying toys and equipment for the children*
- 11 *Food*
- 12 *Other specific answer, not codeable to 1-11*
- 97 *Other vague answer, not codeable to 1-12*

{If received help buying new items (Exp26a = 5)}

Exp26b

INTERVIEWER: ASK AND RECORD TYPES OF NEW ITEM

Exp27^

[Over the past 12 months has/does] your family ever given or lent you money?

PROBE AS NECESSARY

- 1 Regularly give money
- 2 Sometimes give money
- 3 Lend money
- 4 None of these

19 Future work prospects

ASKED FOR MAIN RESPONDENT AND PARTNER SEPARATELY

{If main respondent is Lone parent}

Jsc80

Taking everything together, what do you think is the most likely thing to happen to you over the next couple of years...READ OUT...

- 1 ...working 16 or more hours a week,
- 2 working less than 16 hours a week,
- 3 or, you will not be working?

{If will be working 16 or more hours a week (Jsc80=2)}

Jsc81

...and over the next couple of years do you think you are likely to be ... READ OUT...

- 1 ...receiving New Tax Credits,
- 2 or not receiving New Tax Credits?

{If in a couple (ask for main R and partner separately)}

Jsc82

SHOW CARD M7

Taking everything together, what do you think is the most likely thing to happen to you over the next couple of years?

- 1 Both of us working 16 or more hours a week
- 2 One of us working 16 hours or more a week
- 3 Neither of us working 16 or more hours a week
- 4 Neither of us working

{If both working 16 or more hours a week (Jsc82=1)}

Jsc83

...and over the next couple of years do you think you or your (husband/partner/wife) are likely to be ... READ OUT...

- 1 ...receiving New Tax Credits,
- 2 or not receiving New Tax Credits?

SatAll

SHOW CARD M8

And now finally, a few questions about your local area. Overall, how satisfied or dissatisfied are you with services for children and young people in your local area?

INTERVIEWER: IF ASKED, SERVICES INCLUDE LEISURE CENTRE, YOUTH CLUBS, PARKS ETC.

- 1 Very satisfied
- 2 Quite satisfied
- 3 Neither satisfied nor dissatisfied
- 4 Quite dissatisfied
- 5 Very dissatisfied

{If quite dissatisfied or very dissatisfied (SatAll = 4 or 5)}

AllDis^

Why do you say that you are dissatisfied with services for children and young people in this area?

CODE ALL THAT APPLY

- 1 Not enough/any youth clubs
- 2 Not enough/any parks, green spaces
- 3 Not enough/any facilities for young people
- 4 Not enough/anything to do (e.g. activities)
- 5 Poor quality facilities (youth club, leisure centre) – e.g. dirty, vandalism
- 6 Poor quality parks, green spaces – e.g. broken glass
- 7 Facilities/activities too expensive
- 8 Crime
- 9 Drugs
- 10 Traffic/busy streets
- 11 Generally unsafe area
- 12 Not enough/any public transport
- 13 Transport too expensive
- 14 Other reason (please specify)
- 15 *Other specific answer not codeable to 1-13*
- 97 *Other vague answer not codeable to 1-14*

{If Alldis = other}

AllDisO

What other reasons?

Improve^

SHOW CARD M9

Which two or three things from this card do you think would most improve this area as a place for children and young people to grow up?

CODE UP TO THREE RESPONSES

- 1 better schools
- 2 more low cost, quality childcare
- 3 better housing
- 4 more or better job opportunities
- 5 better, cleaner parks
- 6 less crime or safer area
- 7 fewer drugs
- 8 better public transport
- 9 more shops
- 10 more sports facilities
- 11 more youth clubs or facilities for young people
- 12 [none of these - spontaneous code]

20 Relationship history

ASKED OF MAIN RESPONDENT ONLY

PARALLEL BLOCK: free-floating module

{If couple household and non-panel case}

R1q

When did you and [partner's name] first meet?

ENTER YEAR ONLY

Range = 1930..2050

R2q

And when did you first start to share a home together?

FIRST ENTER YEAR

Range = 1930..2050

R3q

...THEN ENTER MONTH.

IF DK, ASK 'Was it Winter, Spring...?' AND ENTER MID-SEASON MONTH

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

R4q

And may I just check, are you and [partner's name] married?

1 Yes

2 No

R6q

COMPUTED VARIABLE:

Compute number of months from interview date back to DOB of respondent's eldest child, and add 12 months.

Compute number of months back to when Resp first set up home with present partner (ie. R2q x 12, plus R3q.)

Did their present relationship begin before or after the eldest child was conceived? :

1 Before - Relationship started at same time/before eldest conceived

2 After - Started after eldest conceived

IF 'AFTER', THEY JUMP TO R11q:

IF 'BEFORE', THEY AVOID THE RELATIONSHIP HISTORY ALTOGETHER, AND JUST GET ASKED R7q TO R10q

{If panel and a couple and is same partner or Non panel and relationship started before eldest conceived (R6q=1)}

R7q

[Since [date of last interview]/Were there ever] any spells of a month or more when you were not living together as a couple?

DO NOT INCLUDE BREAKS FOR WORK OR STUDY

- 1 Yes
- 2 No

AskR7b

Ask if last interview is more than 12 months ago.

- 1 yes
- 2 no

{If R7q = yes}

R7bq

Can I check, were any of these spells apart in the last 12 months, that is since [date 12 months ago]?

- 1 Yes
- 2 No

R9rq

Now thinking about spells apart since [date 12 months ago] how long did these spells last, in total?
...ENTER NUMBER OF MONTHS.

Range = 0..11

R10q

And how many separate spells were there?

Range = 1..97

START OF RELATIONSHIP'S HISTORY

{If Lone parent or Non panel and relationship started before eldest conceived (R6q=1)}

R11q

Can I check, did you have a husband/wife or partner living with you regularly during the year before [name of eldest child] was born (adopted)?

THIS QUESTION REFERS TO **EX-PARTNERS** ONLY. IF THEIR **CURRENT** HUSBAND/PARTNER LIVED WITH THEM AT THAT TIME YOU MUST CODE 'NO'.

- 1 Yes
- 2 No

R11Qa

What was his/her name?

ENTER NAME OF EX-PARTNER

{If R11q = no}

R12q

(I would now like to ask a few questions about the father of [name of child]).

INTERVIEWER ASK OR CODE: Did you ever live together as a couple (for a month or more) with this ex-partner?

- 1 Yes
- 2 No
- 3 Cannot identify him/her
- 4 Current partner is the parent

{If R12q = no, jump to end of table, R111q}

START OF TABLE FOR EX-PARTNERS

{If R11q = yes, or if R12q = yes or R110q=Yes}

R15q

When did you first start living as a couple with this person?

FIRST ENTER THE YEAR...

HELP SCREEN: If they lived with more than one person since the birth of the eldest child, code ex-partners in date order, ie. the LEAST recent one first.

Range = 1930..2050

R16q

...THEN ENTER MONTH.

IF DK, ASK 'Was it Winter, Spring...?' AND ENTER MID-SEASON MONTH

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

R17q

When did you last live together as a couple with this person?

FIRST ENTER THE YEAR...

Range = 1930..2050

R18q

...THEN ENTER MONTH.

IF DK, ASK 'Was it Winter, Spring...?' AND ENTER MID-SEASON MONTH

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

R19q

During that time between [date from R16Q and R17Q] and [date from R18Q and R17Q], were there ever spells of a month or more when you were not living together as a couple?

DO NOT INCLUDE BREAKS FOR PURPOSES OF WORK OR STUDY

1 Yes

2 No

{If R19q = yes}

R20q

How long did these spells last, in total?

FIRST, ENTER NUMBER OF YEARS (IF LESS THAN ONE, ENTER 'O')...

Range = 0..20

R21q

...ENTER NUMBER OF MONTHS.

Range = 0..11

{If R19q = yes}

R22q

And how many separate spells of a month or more were there?

Range = 1..97

R23q

Were you legally married to this person?

- 1 yes, married
- 2 No, not married

R24q

May I ask, when you finally stopped living together, did you and your partner at that time separate, or did your partner die?

- 1 Separated from partner
- 2 Partner died

KidVar

COMPUTED VARIABLE: Count of number if children with only one natural parent in household
This variable counts down everytime the absent parent is established at R26q.

{If in a couple with this person (R17q=Yes)and Kidvar > 0}

R25q

ASK OR CODE: Was this person, whom you lived with as a couple, the other parent of [either of / any of] your [child / children]?

- 1 Yes
- 2 No

{If R25q = yes}

R26q

ASK OR CODE: May I ask, of which [child/children] is/was this person the other parent?

[DISPLAY NAMES OF RESP'S CHILDREN ON LIST, and code all that apply]

R27q

INTERVIEWER CHECK: IS THIS OTHER PARENT STILL ALIVE?

- 1 Yes
- 2 No

{If parent of respondents children or if ex-partner non-parent of children but married to respondent}

R40q

SHOWCARD P1

Where does [he/she] live now?

- 1 This neighbourhood
- 2 This town
- 3 This county
- 4 This region
- 5 Elsewhere in Britain
- 6 Abroad

R41q

Is he/she now married or living with someone?

- 1 ...married to a new partner,
- 2 living with a new partner,
- 3 living with parents,
- 4 or living alone?
- 8 Refusal
- 9 Don't Know

R43q

Does he/she have any children living in his/her household?

- 1 Yes
- 2 No
- 8 Refusal
- 9 Don't Know

{if R43q = yes}

R44q^

Are they his/her children or the children of his/her partners former relationship?

- 1 His/Her own children with new/other partner
- 2 Partner s children, not his/hers
- 3 Respondent s and ex-partner s child(ren)
- 4 Not sure/ don t know
- 8 Refusal
- 9 Don't Know

R45q

How many other children does your former partner have?

- 98 Refusal
- 99 Don't Know

{If respondent ever lived with this Ex (R15q <> EMPTY)}

R49q

In the last year before your separation, did you and your partner ever argue? IF YES: How often?

- 1 Many times a day
- 2 At least every day
- 3 Several times a week
- 4 Once a week or less
- 5 Never

{If argued (R49q <>5)}

R50q

People often use some force in a relationship - grabbing, pushing, shaking, hitting, kicking, etc. Has your ex-partner ever used any force on you for any reason?

- 1 Yes
- 2 No
- 3 Can't remember

{If R50q = Yes}

R51q

And may I ask you, were you ever injured as a result of your ex-partner using force against you? By injuries we mean bruises, scratches, cuts etc of any kind.

- 1 Yes
- 2 No
- 3 Can't remember

{If was married to then separated from this person (R23q =1 AND R24q = 1)}

R54q

Are you and your ex-partner now divorced?

- 1 Yes
- 2 No

{If R54q = Yes}

R55qa

When was the final date of your divorce?

FIRST ENTER YEAR...

Range = 1930..2050

R55qb

...THEN ENTER MONTH.

IF DK, ASK 'Was it Winter, Spring...?' AND ENTER MID-SEASON MONTH

Mid-season months:

Winter: Jan (01)

Spring: Apr (04)

Summer: July (07)

Autumn: Oct (10)

Range = 1..12

{If ever lived with the ex partner or partner has died (R15q=response or R24q=2)}

R59q

[Just before you separated/ At the time your partner died] was your partner working full time?

1 Yes

2 No

{If ever lived with the ex partner (R15q=Response)}

R100mq (R100q)

Sometimes, separating or divorcing partners receive property or capital from a former partner (or non-resident parent) over and above that to which they had personally contributed. This is often called a 'clean break' settlement.

Did you receive from [your former partner / the other parent] any of [his/her] share of the value of a house or flat, any other of his/her property, or any of his/her savings or investments?

1 Yes

2 No

{If R100mq = yes}

R100aq

Did you receive from (your former partner/ the other parent) any of his/her share of the value of a house or flat?

1 Yes

2 No

{If R100q = Yes}

R101q

How much would you say the amount that you received of your (former partner/other parent)'s share was worth at the time?

ENTER AMOUNT OF SHARE RESPONDENT GAINED

Range = 0..999997

Soft Check:

If R101q < £150,000

PLEASE CHECK YOUR ENTRY: THAT'S OVER £150,000

{If R100mq =yes}

R102q

Did you receive any of his/her share of any savings or investments?

1 Yes

2 No

{If R100mq = yes}

R104q

Did you receive any of his/her share of any other property?

- 1 Yes
- 2 No

{If R100mq = Yes or R102q = yes or R104q = Yes}

R106q

Did you accept this exchange for lower maintenance, or instead of any maintenance at all, or did this not affect any maintenance?

- 1 Exchange for lower maintenance
- 2 Instead of maintenance
- 3 Did not affect maintenance

R110q

Since you stopped living together with this person, have you lived together with anyone else [apart from your current partner]?

INTERVIEWER: DO NOT INCLUDE THE CURRENT PARTNER

- 1 Yes
- 2 No

{If R110Bq= Yes return to R15q and repeat table of questions}

END TABLE

21 Proxy partner interview

ASKED OF MAIN RESPONDENT ONLY, IF FULL PARTNER INTERVIEW NOT POSSIBLE AT TIME OF INTERVIEW

PARALLEL BLOCK: free-floating module

Partun

Can I just check a few details regarding your partner's situation?

- 1 Yes
- 2 No

{If full partner interview expected}

Partexp

We hope to carry out a short interview with your partner. Before that interview, may I just check a couple of details about his/her situation?

- 1 Yes
- 2 No

{If agree to proxy interview (Partun=yes or Partexp=yes)}

Pphea

Does your partner have any long-standing illness, disability or infirmity of any kind? By long-standing I mean anything that has troubled (him/her) over a period of time or that is likely to affect (him/her) over a period of time?

- 1 Yes
- 2 No

PpCare

Does your partner care for anyone because they have a long-standing illness, disability or infirmity?

- 1 Yes
- 2 No

{If partner currently working (partner empstat=1 or 2)}

Pcomp

You told us earlier that your partner is currently employed. Is [partner's name] currently working as an employee in this work or is he/she self-employed?

- 1 Employee
- 2 Self-employed
- 3 Government scheme
- 4 Unpaid family worker

{If partner an employee (PPemp=1)}

PPay

How much does [partner's name] get paid, that is after all deductions for tax, national insurance, pension contributions, union dues and so on, but including overtime, bonuses, commission, tips etc.

PROBE FOR BEST ESTIMATE.

ENTER AMOUNT TO NEAREST £

Range = 1..999997

PPperd

And what period did this pay cover?

- 1 One week
- 2 Two weeks
- 3 Three weeks
- 4 Four weeks
- 5 Calendar month
- 7 Two Calendar months
- 8 Eight times a year
- 9 Nine times a year
- 10 Ten times a year
- 13 Three months/13 weeks
- 26 Six months/26 weeks
- 52 One Year/12 months/52 weeks
- 90 Less than one week
- 95 One off/lump sum
- 97 None of these (EXPLAIN IN A NOTE)

Phours

How many hours a week does [partner's name] usually work in this job, excluding meal breaks but including any paid overtime?

IF NO FIXED HOURS, ENTER 997

Range = 1..997

{If partner not working 16 or more hours (empstat <>1)}

Peverwk

Has [partner's name] ever worked in a paid job, or as a self-employed person for **more than 16 hours** a week?

- 1 Yes
- 2 No

{If Peverwk=yes}

Plstwk

When did [partner's name] last work in a job, or as a self-employed person for 16 or more hours a week?

ENTER THE YEAR FIRST AND THEN THE MONTH AT THE NEXT QUESTION

Range = 1930..2050

Plstwkm

NOW ENTER THE MONTH.

IF DON'T KNOW, ASK 'Was it Winter, Spring ..' AND ENTER THE MID-SEASON MONTHS

Range = 1..12

Pphours

How many hours a week did [partner's name] usually work in this job, excluding meal breaks but including any paid overtime?

IF NO FIXED HOURS, ENTER 997

Range = 1..997

Soft Check:

If pphours >1970

Are you sure?

{If partner has ever worked 16 or more hours (peverwk=yes)}

Ppemp

In [partner's name]'s last job where (he/she) worked 16 hours a week or more, was (he/she) an employee in this work or was (he/she) self-employed?

- 1 Employee
- 2 Self-employed
- 3 Government scheme
- 4 Unpaid family worker

{If partner currently works or has ever worked 16 or more hours (empstat=1) OR (Peverwk=Yes)}

PPSIC

What [does/did] the firm or organisation [partner's name][works/worked] for mainly make or do (at the place where he/she [worked/works])?

DESCRIBE FULLY - PROBE MANUFACTURING or PROCESSING or DISTRIBUTING ETC. AND MAIN GOODS PRODUCED, MATERIALS USED, WHOLESALE or RETAIL ETC.

PPJobT

What is/was [partner's name]'s last/main job of 16 hours or more?

ENTER JOB TITLE.

IF PARTNER HAS MORE THAN ONE JOB, THE MAIN JOB IS THE ONE THEY WORK(ED) IN THE MOST HOURS/ IF WORK(ED) IN BOTH JOBS FOR THE SAME NUMBER OF HOURS THE MAIN JOB IS THE MOST RENUMERATIVE.

PPJobDe

What does/did [partner's name] mainly do in his/her last/main job?

DESCRIBE FULLY - PROBE FOR DETAILS OF WHAT THEY DO. FOR EXAMPLE, IF A TEACHER, PROBE FOR WHETHER TEACH PRIMARY OR SECONDARY PUPILS. IF AN ENGINEER, PROBE FOR TYPE OF ENGINEER - ELECTRICAL, CHEMICAL, CIVIL ETC.
ENTER DESCRIPTION

PPtrain

What training or qualifications does/did [partner's name] need for that job?

ENTER FULL DESCRIPTION, INCLUDING GRADE OR LEVEL WHERE APPROPRIATE.
QUALIFICATIONS NEEDED FOR JOB

{If partner currently works or has ever worked 16 or more hours)and is/was an employee (empstat=1) OR (Peverwk=Yes) AND (Pcomp=1) OR (Ppemp=1)}

PPman

Does/did [partner's name] have any formal responsibilities for supervising the work of other employees?

DO NOT INCLUDE PEOPLE WHO ONLY SUPERVISE:

CHILDREN, E.G. TEACHERS, NANNIES, CHILDMINDERS - ANIMALS
SECURITY OR BUILDINGS, E.G. CARETAKERS, SECURITY GUARDS

- 1 Yes
- 2 No

{If PPman = YES}

PPSup

Please describe the type of responsibility [partner's name] have/has/had for supervising the work of other employees.

INTERVIEWER: PROBE FOR WHO AND WHAT IS BEING SUPERVISED

PPnoemp

How many employees [are/were] there at the place where [partner's name] [works/worked]?
Are/were there ... READ OUT...

- 1 1-9
- 2 10-24
- 3 25-499
- 4 or 500 or more

{If partner currently or was self-employed (Pcemp=2) OR (Ppemp=2)}

Pslfem

Is/was [partner's name] working on his/her own or does/did he/she have employees?

- 1 Working on own
- 2 Has employees

{If Pslfem=yes}

Pslfno

How many people does/did [partner's name] employ at the place where he/she works/worked?

- 1 1-9
- 2 10-24
- 3 25-499
- 4 or 500 or more

Pacedq

SHOW CARD N1

What is the highest educational qualification that [partner's name] has obtained?
HIGHEST = NEAREST THE END OF THE LIST.

- 1 GCSE grade D-G / CSE grade 2-5 / SCE O Grades (D-E) / SCE Standard Grades (4-7) / Scottish National Qualifications (Access level)/ SCOTVEC National Certificate Modules
- 2 GCSE grade A-C / GCE 'O'-level passes / CSE grade 1 / SCE O Grades (A-C) / SCE Standard Grades (1-3) / Scottish National Qualifications (Intermediate level) / School Certificate / Matriculation
- 3 GCE 'A'-level / AS level / SCE Higher Grades (A-C)/ Scottish National Qualifications (Higher level)
- 4 First degree, eg BSc, BA, BEd, MA at first degree level
- 5 Higher degree, eg MSc, MA, MBA, PGCE, PhD
- 6 Other *academic* qualifications (PLEASE GIVE DETAILS)
- 7 No, none of these
- 8 *Has qualification, level unknown*
- 9 *Other specific answer, not codeable to 1-8*
- 97 *Other vague answer, not codeable to 1-9*

{If Pacedq = Other}

Pacedqo

INTERVIEWER: SPECIFY OTHER QUALIFICATION(S). RECORD AS MUCH DETAIL AS POSSIBLE, EG AWARDING BODY, LEVEL OF QUALIFICATION.

(NB THE NEXT QUESTION DEALS WITH VOCATIONAL QUALIFICATIONS, SO THEY SHOULD NOT BE RECORDED HERE)

Pvocq^

SHOW CARD N2

Does [partner's name] have any professional, vocational or other work-related qualifications?

CODE ALL THAT APPLY

INTERVIEWER: THERE ARE 12 CODES

- 1 Level 1 NVQ/SVQ / Foundation GNVQ/GSVQ
- 2 Level 2 NVQ/SVQ / Intermediate GNVQ/GSVQ
- 3 Level 3 NVQ/SVQ / Advanced GNVQ/GSVQ
- 4 Level 4 NVQ/SVQ
- 5 Level 5 NVQ/SVQ
- 6 NVQ/SVQ or GNVQ - not sure what level
- 7 City & Guilds Part 1 / RSA Certificate
- 8 BTEC First/General Certificate / BEC/TEC General/ City & Guilds Part 2/Craft/Intermediate/ RSA Advanced Diploma/Certificate
- 9 BTEC National Certificate/Diploma/ City&Guilds Part 3/Final or Advanced Craft/ ONC/OND
- 10 BEC (Higher)/TEC (Higher)/ BTEC (Higher) /City & Guilds Part 4/ HNC / HND
- 11 Other *vocational* or *pre-vocational* qualification (PLEASE GIVE DETAILS AT NEXT QUESTION)
- 12 No, none of these
- 13 *City and Guilds/RSA-not sure what level*
- 14 *Other specific answer, not codeable to 1-13*
- 97 *Other vague answer, not codeable to 1-14*

{If Pvocq = other}

Pvocqa

INTERVIEWER: ENTER DETAILS OF OTHER VOCATIONAL OR PRE-VOCATIONAL QUALIFICATION

PtnrQ

INTERVIEWER CODE: WAS RESPONDENT'S PARTNER PRESENT DURING THIS PROXY INTERVIEW?

- 1 Yes
- 2 No