



Wales Secondary Attendance Data Collection 2026 Error Resolutions Guide

Bromcom Computers Plc.

Rutland House
44 Masons Hill
Bromley
BR2 9JG

<http://www.bromcom.com>

<https://bromcom.microsoftcrmportals.com/>

Contents

Introduction and Further Guidance.....	1
Understanding Errors & Queries	1

Introduction and Further Guidance

It is the school's responsibility to read the Welsh Government guidance to check all the information that should be submitted as part of the return.
See [here](#) for Welsh Government Guidance

This guide has been designed to assist in resolving the variety of **Validation Errors and Queries** which can occur during the generation of the **Secondary Attendance Data Collection 2026**.

Further Bromcom Guidance

- See [here](#) for further **Bromcom Secondary Attendance Data Collection 2026** guidance.

Understanding Errors & Queries

The table below shows you all the possible **Errors** and **Queries** which each **Return** can indicate to you; please use for guidance in correcting and resolving as required.

Number	Query	Message	MIS Pathway and Explanation
50	N	LEA code missing or invalid	Check your LEA Code via the following screen: Config>Administration>Core Details
90	N	School name missing	Check your School Name via the following screen: Config>Administration>Core Details
140	N	No completion times provided	This error should not be possible. If this error is received, please contact support.
142	N	Duplicate completion times for same staff type	This error should not be possible. If this error is received, please contact support.
144	N	Completion time provided for an unrecognised staff type	This error should not be possible. If this error is received, please contact support.
150	N	Completion time not a whole number of hours	This error should not be possible. If this error is received, please contact support.
1430	N	UPN missing	Check Students>View>Enrolment>Key Data
1440	N	UPN invalid (wrong check letter at character 1)	Check Students>View>Enrolment>Key Data
1450	N	More than one pupil record with the same UPN	Check Students>View>Enrolment>Key Data
1470	N	UPN invalid (characters 5-12 not all numeric)	Check Students>View>Enrolment>Key Data
1480	N	UPN invalid (character 13 not a recognised value)	Check Students>View>Enrolment>Key Data
1481	Y	Please check: UPN is a temporary UPN. Please use permanent UPN if available.	Check Students>View>Enrolment>Key Data
1490	Y	Please check: former UPN wrongly formatted	Check Students>View>Enrolment>Key Data
1495	Y	Please check: former UPN invalid	Check Students>View>Enrolment>Key Data
1510	N	Pupil last name missing	Check Students>View>Edit Student Details
Number	Query	Message	MIS Pathway and Explanation

1520	N	Pupil first name missing	Check Students>View>Edit Student Details
1535	N	Pupil missing date of birth	Check Students>View>Edit Student Details
1540	N	Pupil date of birth not a valid date	Check Students>View>Edit Student Details
1630	N	Pupil's entry date to school invalid or after survey date	Check Students>View>Enrolment>Enrolment Status
1631	N	Pupil's entry date must be after pupil's date of birth	Check Students>View>Enrolment>Enrolment Status
1640	N	Pupil part-time indicator not a recognised value	Check Students>View>Enrolment>Key Data
1650	Y	Please check: pupil aged 5 or over shown as part-time	Check Students>View>Enrolment>Key Data
1675	N	Pupil missing enrolment status	Check Students>View>Enrolment
1680	N	Pupil enrolment status not a recognised value	Check Students>View>Enrolment
4603	N	Leaver's leaving date before pupil's date of birth	Check Students>View>Enrolment
6000	N	Term is not valid	This error should not be possible. If this error is received, please contact support.
6002	N	Survey name is ATS: Phase must be SS or MS	Check your School Phase via the following screen: Config>Administration>Characteristics
6006	Y	Sessions Possible must be greater than 0	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
6014	Y	More Sessions Not Required To Attend than Sessions Possible	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
6015	N	Sessions Not required To Attend must be present	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
6016	N	Sessions Not Required To Attend must be present for Leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
6017	N	Number of Sessions Not Required To Attend recorded is out of range for Leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
6019	Y	More Sessions Not Required To Attend than Sessions Possible for Leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
10019	N	School phase is not reported.	Check your School Phase via the following screen: Config>Administration>Characteristics
11006	N	LEA must be present	Check your LEA via the following screen: Config>Administration>Core Details
11007	N	Estab must be present	Check your Estab via the following screen: Config>Administration>Core Details
11011	N	Reference Date must be present	Check the Reference Date on your return via the following screen: Modules>Census>Attendance>Select Return>Edit
11017	N	Completer Role must be present	This error should not be possible. If this error is received, please contact support.
11018	N	Hours must be present	This error should not be possible. If this error is received, please contact support.
11023	Y	At least one pupil record must be present	It is possible that this is correct and should be confirmed. Go to Students, set the active date filters from 1st September to the census reference date and no Students appear, this will indicate no Students are in scope for the return.
11029	N	Date of Birth must be present	Check Students>View>Edit Student Details
11034	N	Part Time must be present	Check Students>View>Enrolment>Key Data
Number	Query	Message	MIS Pathway and Explanation

11035	N	NC Year Actual must be present	Check Students>View>Enrolment>Key Data
11052	N	Leaving Date must be present for Leaver	Check Students>View>Enrolment>Key Data
11081	N	UPN must be present for Leaver	Check Students>View>Enrolment>Key Data
11082	N	Surname must be present for Leaver	Check Students>View>Edit Student Details
11083	N	Forename must be present for Leaver	Check Students>View>Edit Student Details
11085	N	Sex must be present for Leaver	Check Students>View>Edit Student Details
11088	N	Sessions possible must be present	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
11093	N	Sessions possible must be present for Leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12001	N	Estab is out of range	Check your Estab via the following screen: Config>Administration>Core Details
12003	N	Name of school must be 100 characters or less	Check your School Name via the following screen: Config>Administration>Core Details
12004	N	Phase is not a recognised value	Check your School Phase via the following screen: Config>Administration>Characteristics
12008	N	Hours is out of range	This error should not be possible. If this error is received, please contact support.
12009	N	Surname must be 60 characters or less	Check Students>View>Edit Student Details
12010	N	Forename must be 60 characters or less	Check Students>View>Edit Student Details
12011	N	Middle names must be 60 characters or less	Check Students>View>Edit Student Details
12012	N	Number of Sessions Possible recorded is out of range	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12016	N	Number of Sessions Not Required To Attend recorded is out of range	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12051	N	Surname must be 60 characters or less for leaver	Check Students>View>Edit Student Details
12052	N	Forename must be 60 characters or less for leaver	Check Students>View>Edit Student Details
12053	N	Middle names must be 60 characters or less for leaver	Check Students>View>Edit Student Details
12054	N	Number of Sessions Possible recorded is out of range for leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12058	Y	Sessions Possible must be greater than 0 for leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12065	N	UPN invalid (wrong check letter at character 1) for leaver	Check Students>View>Enrolment>Key Data
12066	N	UPN invalid (characters 5-12 not all numeric) for leaver	Check Students>View>Enrolment>Key Data
12067	N	UPN invalid (character 13 not a recognised value) for leaver	Check Students>View>Enrolment>Key Data
12068	Y	Please check: Leaver's UPN is a temporary UPN. Please use permanent UPN if available.	Check Students>View>Enrolment>Key Data
12069	N	Please check: Leaver's former UPN wrongly formatted	Check Students>View>Enrolment>Key Data
12070	N	Please check: Leaver's former UPN invalid	Check Students>View>Enrolment>Key Data
12071	N	Leaver's sex missing or not F or M	Check Students>View>Edit Student Details
Number	Query	Message	MIS Pathway and Explanation

12151	N	Pupil missing date of entry to school	Check Students>View>Enrolment>Key Data
12309	N	The Unique Learner Number (ULN) is invalid (incorrect check digit at character 10)	Check Students>View>Enrolment>Key Data
12310	N	The Unique Learner Number (ULN) must be a ten digit number with zero not allowed as the first character	Check Students>View>Enrolment>Key Data
12331	N	UPN invalid (characters 2-4 not a recognised LA code)	Check Students>View>Enrolment>Key Data
12335	N	Survey name is not a valid one	This error should not be possible. If this error is received, please contact support.
12391	N	Please check: Sessions Count is 0	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12393	N	Sessions Count must be present	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12394	N	Sessions Count must be present for Leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12395	N	Number of Sessions Count recorded is out of range for Leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12396	Y	Please check: Sessions Count is 0 for Leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12398	N	Number of Sessions Count recorded is out of range	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12399	N	Attendance must be: /, \, L, B, D, P, V, J, W, C, F, H, I, M, S, E, R, T, N, O, G, U, X, Y	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12400	N	Attendance must be present	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12401	N	Attendance must be: /, \, L, B, D, P, V, J, W, C, F, H, I, M, S, E, R, T, N, O, G, U, X, Y for leaver	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12402	N	Attendance must be present for leavers	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12403	N	Sessions possible must equal the sum of codes /, \, L, B, D, P, V, J, W, C, F, H, I, M, S, E, R, T, N, O, G, U where present	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12404	N	Sessions Not Required To Attend must equal the sum of codes X, Y where present	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12405	N	Sessions possible must equal the sum of codes /, \, L, B, D, P, V, J, W, C, F, H, I, M, S, E, R, T, N, O, G, U where present for leavers	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12406	N	Sessions Not Required To Attend must equal the sum of codes X, Y where present for leavers	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12481	N	Code X has been included for a pupil who is of mandatory school age	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
Number	Query	Message	MIS Pathway and Explanation

12584	N	NC Year missing for Leaver	Check Students>View>Enrolment>Key Data
12585	N	Invalid NC Year entered for Leaver	Check Students>View>Enrolment>Key Data
12731	N	Dually registered pupils can only have an enrolment status of M Current Main (dual registration) at one establishment	Check Students>View>Enrolment>Key Data
12845	Y	Please check: Pupil (aged 15 or over) with a missing Unique Learner Number (ULN)	Check Students>View>Enrolment>Key Data
12849	N	Invalid survey reference date	Check the Reference Date on your return via the following screen: Modules>Census>Attendance>Select Return>Edit
12904	Y	Please check: Sessions Possible is not between 60 and 400	Review the Attendance for those Pupils/Students identified via the following screen: Path: Reports > Attendance > Attendance Certificate
12905	Y	Please check: Leaver (aged 14 or over) with a missing Unique Learner Number	Check Students>View>Enrolment>Key Data
12906	N	File uploaded with a leaver/s outside of mandatory school age	Check Modules>Census>Attendance>Reports>Pupil Status of On-Roll and Leavers Data Check reports
12907	Y	Please check that Attendance data for all eligible pupils is reported	Check Modules>Census>Attendance>Reports>Pupil Status of On-Roll and Leavers Data Check reports
12908	Y	Please check that Attendance data for all eligible pupils is reported	Check Modules>Census>Attendance>Reports>Pupil Status of On-Roll and Leavers Data Check reports
13285	Y	Please check: duplicate pupil records with same name/sex/DOB	Check Students>View>Edit Student Details
13286	N	Pupil sex not F or M	Check Students>View>Edit Student Details

This is the end of the Secondary Attendance Data Collection 2026 guidance

If you require any assistance with running the **Return** or have questions about the **Errors** or **Queries**, please contact your usual **Support Channel**.