

Department for Children, Schools and Families (DCSF), Statistics Division

List of the SSDA 903 validation checks which will be applied to all records covering the period from 1 April 2008 onwards

- ❑ This document lists the validation checks that will be performed on SSDA 903 records from 1/4/2008 onwards. This document is a revision from previous years and should be studied with care. All validation checks that will be performed on records that have been loaded into the system are contained in this document; there are no supplementary lists.
- ❑ The validation checks in this schedule will be performed in six stages. Only if a record passes all the validation checks in any one particular stage, will the validation suite proceed to the next one. Failure to pass all the checks in any stage will bring the validation suite to a halt.
- ❑ This is version 1.0 and is the first version of the document this year. Although no further versions of this document are planned, it has been allocated a version number in case any late changes have to be made, in which case a further version will be issued.

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Summary

This schedule contains all the validation checks that will be performed on each SSDA903 record. For each check we have provided further comments and, in some cases, background information in italics. These are designed to give the user more information about the context of the validation failure and suggestions on how to correct it.

The validation suite will initially perform all the validation checks listed below under Stage 1. If a record passes all of these checks, the validation will move on to those checks listed under Stage 2; if all those are passed, the system will perform the checks under Stage 3 and so on. Failure to pass all the tests at any stage will halt the validation process. Any errors detected at Stage 1, or Stage 2 will need to be addressed and amended, before the validation of that record can proceed. The rationale behind performing validation checks in batches is to prevent errors in certain primary data fields, such as date of birth, triggering numerous validation check failures, all of which are rooted in the incorrect date of birth field. This is particularly a problem in the operation of some Cross Return Validation checks.

Several SSDA 903 checks involve time limits. The duration will be calculated in a standardised manner by taking the start date away from the end date. Examples have been given to show how the duration is calculated. In some cases checks are based on statutory time limits; however the validation check applied to the 903 record may allow a longer time than is stated on the face of the legislation. This is because the purpose of the 903 validation checks is to identify records which are most likely to be incorrect. They are not designed as checks on court or social services practice. If a child really was kept under a legal status for a longer period than the law allows, we would prefer that the statistics reflected reality, rather than insisting that a record be 'doctored' so that it passed a strict validation check but no longer reflected what really happened.

A technical specification of the new checks in a programmer's 'pseudo code' is not available.

The table which follows consists of:

- The check number (NB: some numbers have been left unused, to accommodate new checks which might be required in the future).
- The error message (as it will be appear at the bottom of each SSDA903 record in error)

Explanatory text consisting of a brief explanation of the coding rule that has been broken, followed in italics by more background information or advice to help with correcting the record.

CODES, ERROR MESSAGES, AND DESCRIPTION OF CHECKS

Existing rules [New and Updated rules](#)

Stage 1

NEW ERROR CODE	MESSAGE TO BE SHOWN ON VALIDATION REPORT	CODING RULE (AND COMMENTS WHICH WILL BE PROVIDED AS GUIDANCE FOR LA STAFF)
101	Gender code is not valid.	Gender data item must be either: 1 = boy, or 2 = girl. Although codes 0 and 9 have been introduced for 2008-09 to bring the collection in line with the 2008-09 Children in Need (CIN) collection, these codes should not be used.
102	Date of birth is not a valid date.	<p>Date should be entered in the format DD/MM/YYYY, and should contain a valid date.</p> <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i>
103	The Ethnic origin code is either not valid, or has not been entered	<p>Ethnic origin field must not be blank, and code must be taken from the list supplied in DCSF guidance notes. (Valid ethnic origin codes include A1-A5, B1-B4, C1-C4, D1-D3 and E1-E4).</p> <ul style="list-style-type: none"> • <i>Check that a valid ethnic origin code has been entered, taken from the list in DCSF guidance notes to the SSDA 903.</i>
104	Date for UASC status ceased is not a valid date	<p>Date should be entered in the format DD/MM/YYYY, and, if completed, should contain a valid date.</p> <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i> • <i>If a child's UASC status ceased before the start of the current statistical year, the child should not be recorded as being a UASC on this return for this year</i>

105	Data entry for UASC status of child is invalid, or has not been completed	Code for this data item must be either 0 = child was not a UASC at any time during the year 1 = child was a UASC at some time during the year.
112	Date of LA's decision that adoption is in the best interests of the child (date should be placed) is not a valid date.	If the child has been adopted during the year, date should be entered in the format DD/MM/YYYY, and should contain a valid date. <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i>
113	Date matching child and adopters is not a valid date.	If the child has been adopted during the year, date should be entered in the format DD/MM/YYYY, and should contain a valid date. <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i>
114	Data entry to record the status of former carer(s) of an adopted child is invalid	If the child has been adopted during the year, code must be either : 0 = <u>not</u> adopted by former foster carer(s), or 1 = adopted by former foster carer(s).
115	Date of LA's decision that adoption is the plan for the child is not a valid date.	If it has been decided that adoption is the plan for the child, this date should be entered in the format DD/MM/YYYY, and should contain a valid date. <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i>

116	Date of LA's decision that adoption is no longer the plan for the child is not a valid date.	<p>If it has been decided (during the year) that adoption is no longer the plan for the child, this date should be entered in the format DD/MM/YYYY, and should contain a valid date.</p> <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i>
117	Date of adoption being the plan or date of adoption no longer being the plan are beyond the current collection year or after the child ceased to be looked after.	If adoption is/is no longer the plan for the child, then the date of these decisions cannot be beyond the end of the current collection year or the date they ceased to be looked after.
118	Date of adoption no longer being the plan is before the current collection year or before the date the child started to be looked after.	If adoption is no longer the plan for the child, then the date of this decision cannot be before the start of the current collection year or date they started to be looked after.
119	If adoption is no longer the plan for the child, then the date of this decision and the reason why this decision were made must be completed.	If it is no longer the plan to adopt a child, both the date of this decision and the reason why this decision was reached must be recorded.
120	The reason why adoption is no longer the plan code is not valid.	If completed, the reason why adoption is no longer the plan for the child must contain a code from RD1-RD4
121	Data entry for number of GCSEs A* to G is invalid	<p>If the child left care during the year aged 16 or over, data entry must be a valid numeric in the range 00 to 13</p> <ul style="list-style-type: none"> • <i>Check number of qualifications obtained. More than 13 seems unlikely, but if more than 13 GCSEs were obtained, contact DCSF</i>

122	Data entry for number of GCSEs A* to C is invalid	<p>If the child left care during the year aged 16 or over, data entry must be a valid numeric in the range 00 to 13</p> <ul style="list-style-type: none"> • <i>Check number of qualifications obtained. More than 13 seems unlikely, but if more than 13 GCSEs were obtained, contact DCSF</i>
123	Data entry for number of GNVQs is invalid	<p>If the child left care during the year aged 16 or over, data entry must be a valid numeric in the range 00 to 13</p> <ul style="list-style-type: none"> • <i>Check number of GNVQs obtained. More than 13 seems unlikely, but if more than 13 GNVQs were obtained, contact DCSF.</i>
124	Data entry for number of Other qualifications is invalid	<p>If the child left care during the year aged 16 or over, data entry must be a valid numeric in the range 00 to 13</p> <ul style="list-style-type: none"> • <i>Check number of other qualifications obtained. More than 13 seems unlikely, but if more than 13 were obtained, contact DCSF.</i>
125	Reason for no qualifications is not a valid code	<p>Entry must be in the range 0 to 4</p> <ul style="list-style-type: none"> • <i>See Part 3 of SSDA903 Guidance Notes for valid codes</i>
131	Data entry for being “In touch” on 19 th birthday is invalid	<p>If reporting on a child’s activity on its 19th birthday, data entry must be in the range 1 to 7</p> <ul style="list-style-type: none"> • <i>See SSDA903 guidance notes for list of valid codes, including a full definition of “remaining in touch”</i>

132	Data entry for activity at 19 th birthday is invalid	<p>If reporting on a child's activity on its 19th birthday, data entry must be a valid code in the range (F1, P1, F2, P2, F3, P3, G4, G5, or zero)</p> <ul style="list-style-type: none"> • See SSSA903 guidance notes for list of valid codes
133	Data entry for accommodation at 19 th birthday is invalid	<p>If reporting on a child's activity on its 19th birthday, data entry must be a valid 2-digit code, with the first character in the range B – E, K, T – Y, and the second character equal to either 1 or 2; or zero.</p> <ul style="list-style-type: none"> • See SSSA903 guidance notes for list of valid codes
141	Date episode began is not a valid date.	<p>If completed, Date episode began must be a valid date, and should be entered in the format DD/MM/YYYY.</p> <ul style="list-style-type: none"> • Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc). • Date episode commenced must be left blank if the record is only recording the young person's activity and accommodation on 19th birthday.
142	A new episode has started, but the previous episode has not ended.	<p>Date and reason the previous episode ceased must be completed, before a new episode can start.</p> <ul style="list-style-type: none"> • Check the date the last episode ended, and complete the previous episode accordingly. •

143	The 'reason for new episode' code is not a valid code.	<p>If completed, Reason for new episode must be coded S, P, L or B,</p> <ul style="list-style-type: none"> Reason for new episode should be left blank if the record is only recording the young person's activity and accommodation on 19th birthday.
144	The 'legal status' code is not a valid code.	<p>If completed, legal status must contain a code in the range C1, C2, D1, E1, V2, V3, V4, J1, J2, J3, L1, L2, or L3.</p> <ul style="list-style-type: none"> Reason for new episode should be left blank if the record is only recording the young person's activity and accommodation on 19th birthday.
145	'Category of need' code is not a valid code.	<p>If completed, the Child in Need (CiN) field must contain a code in the range N1 to N8.</p> <ul style="list-style-type: none"> The "Category of Need" code should be left blank if the record is only recording the young person's activity and accommodation on 19th birthday.
146	Placement code is not a valid code.	<p>If completed, placement of each episode must contain a code from the range: Q1, Q2, A3-A6, P1-P3, K1, K2, H5, R1-R3, R5, S1, T0-T4, M1-M3, Z1</p> <ul style="list-style-type: none"> The Placement code should be left blank if the record is only recording the young person's activity and accommodation on 19th birthday.

147	Date episode ceased is not a valid date.	<p>Date should be entered in the format DD/MM/YYYY, and should be a valid date.</p> <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i>
148	Date episode ceased and reason episode ceased must both be coded, or both left blank.	<p>The date and reason an episode ceased should either both be coded or both be left blank.</p> <ul style="list-style-type: none"> • <i>Check which item is missing.</i> • <i>If the episode is an open episode, still continuing at the end of the statistical year, both these items must be left blank.</i>
149	Reason Episode ceased code is invalid.	<p>Where reason episode ceased is completed, it must be coded by E11, E12, E2, E3, E4, E41, E43, E44, E5, E6, E7, E8, E9, or X1.</p> <ul style="list-style-type: none"> • <i>See SSSDA903 guidance notes for more information</i>
151	All data items relating to a child's adoption must be coded, or left blank.	<p>Data items relating to an adoption should either be coded (all of them) or left blank (all of them).</p> <ul style="list-style-type: none"> • <i>Enter missing data.</i>

152	All data items relating to a child's educational achievements must be coded, or left blank.	Data items relating to a child's educational achievements should either be coded (all of them) or left blank (all of them). <ul style="list-style-type: none"> • <i>Enter missing data.</i>
153	All data items relating to a child's activity on their 19 th birthday must be coded, or left blank.	Data items relating to 19 th birthday should either be coded (all of them) or left blank (all of them). <ul style="list-style-type: none"> • <i>Enter missing data.</i>
164	Distance is not valid	If completed, distance must be between 0.0 and 999.9 <u>(If distance is unavailable please register this as 999.9)</u> <ul style="list-style-type: none"> • <i>This field must be completed for children being looked after on 31 March (unless the child is being looked after under legal status V3 or V4, or looked after under a placement code of A3, A4, A5, A6, M1, M2, M3 or the child is a UACS)</i>
165	Data entry for Mother status is invalid	Code for this data item must be either 0=child is not a mother 1=child is a mother <ul style="list-style-type: none"> • <i>This field must be completed for all female children looked after on 31 March (unless the child is being looked after under an agreed series of short term placements)</i>

166	Date of Review is not a valid date	<p>Date should be entered in the form DD/MM/YYYY and should contain a valid date. Date of review should be in the statistical year.</p> <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i> • <i>This field must be completed for all children looked after continuously for four weeks or more, with those four weeks ending in 2007-08 (unless the child is being looked after under an agreed series of short term placements)</i>
167	Data entry for Participation is invalid	<p>If a review was held in 2007-08 this field should not be left blank, and code must be taken from the list supplied in DCSF guidance notes.</p> <ul style="list-style-type: none"> • <i>Check that a valid participation code has been entered, taken from the DCSF guidance notes to the SSDA 903.</i>
168	UPN is not valid (UPN = Unique Pupil Number)	<p>UPN must be 13 characters long (the first character is a capital letter other than I, O or S, and the remaining characters numeric or if UPN is temporary then the last character must be a letter or one of the default codes for UNKNOWN: UN1-UN5).</p>
169	LA of placement is not valid	<p>LA of placement code (or default codes NIR, WAL, SCO or NUK) must be a valid LA code.</p>
171	Date of birth of child is not a valid date	<p>Date should be entered in the form DD/MM/YYYY and should contain a valid date.</p> <ul style="list-style-type: none"> • <i>Check you have entered a real date, in the right format (e.g. not '03/20/2001', or '31/02/2001', or 31/01/01 etc).</i>
174	Mother's child Date of birth is recorded but gender shows that the child is a Male	<p>"Date of birth of child ", can only be entered if gender is female and Mother status =1 (1=child is a mother).</p>

175	The 'number of adopters' code is not a valid code.	<p>Code for this data item must be either</p> <p>1= Child has been adopted by 1 person 2= Child has been adopted by 2 persons</p> <ul style="list-style-type: none"> <i>This field must be completed for all children who were adopted during the year</i>
176	The 'gender of adopters at the date of adoption' code is not a valid code.	<p>Where 'gender of adopters at the date of adoption' is completed, it must be coded by M1, F1, MM, FF or MF</p> <ul style="list-style-type: none"> <i>This field must be completed for all children who were adopted during the year</i>
177	The 'legal status of adopters' code is not a valid code.	<p>Where 'legal status of adopters' is completed, it must be coded by L1, L2, L3, L4 or L0</p> <ul style="list-style-type: none"> <i>This field must be completed for all children who were adopted during the year</i>
178	Placement provider code is not a valid code.	<p>If completed, placement provider of each episode must contain a code from the range:</p> <p>PR0-PR5</p> <ul style="list-style-type: none"> <i>The Placement provider code should be left blank if the record is only recording the young person's activity and accommodation on 19th birthday.</i>
179	Placement location code is not a valid code.	<p>If completed, placement location of each episode must contain a coded as IN or OUT</p> <ul style="list-style-type: none"> <i>The Placement location code should be left blank if the record is only recording the young person's activity and accommodation on 19th birthday.</i>

180	Data entry for the Strengths and Difficulties Questionnaire (SDQ) score is invalid	<p>If completed, the SDQ score should be in the range 0-40. If there is a genuine reason why a child's SDQ score has not been completed, please let DCSF know.</p> <ul style="list-style-type: none"> <i>This should be completed for children looked after continuously for 12 months at 31 March and who were aged between 4 and 16 years old on the date of their last assessment.</i> <i>This should not be completed for children who have been looked after under an agreed series of short term breaks at any time in the 12 months to 31 March.</i>
181	If completed, the first 9 items relating to children looked after continuously for 12 months should be completed with a 0 or 1.	Where completed these must be coded by 0-1.
182	Data entries on immunisations, teeth checks, health assessments and substance misuse problem identified should be completed or all 10 fields should be left blank.	<p>If completed, the data for children looked after continuously for 12 months should be in the range 0-1.</p> <ul style="list-style-type: none"> <i>These fields should not be completed for children who have been looked after under an agreed series of short term breaks at any time in the 12 months to 31 March.</i>
183	The activity at 16 code is not a valid code.	<p>Where activity at 16 is completed, it must be coded by ET1-ET7</p> <p>This field must be completed for all children who were looked after for at least a year at 31 March and eligible for GCSE or equivalent exams.</p>
184	Date of adoption being the plan is before the child was born.	If adoption is the plan for the child the date of this decision cannot be before the child was born.

185	Child has not been looked after continuously for at least 12 months at 31 March but a SDQ score has been completed.	<p>If a child has not been looked after for 12 months continuously at 31 March then the SDQ score should be left blank.</p> <ul style="list-style-type: none"> <i>The SDQ score should be completed for children looked after continuously for 12 months at 31 March and who were aged between 4 and 16 years old on the date of their last assessment.</i> <i>The SDQ score should not be completed for children who have been looked after under an agreed series of short term breaks at any time in the 12 months to 31 March.</i>
186	Children aged 4 or over at the start of the year and children aged under 17 at the end of the year and who have been looked after for at least 12 months continuously should have an SDQ score completed.	<p>If a child has been looked after for 12 months continuously at 31 March and they were aged between 4 and 16 years old on the date of their last assessment then the SDQ score should be completed.</p> <ul style="list-style-type: none"> <i>The SDQ score should be completed for children looked after continuously for 12 months at 31 March and who were aged between 4 and 16 years old on the date of their last assessment.</i> <i>The SDQ score should not be completed for children who have been looked after under an agreed series of short term breaks at any time in the 12 months to 31 March.</i>
187	Child cannot be looked after continuously for 12 months at 31 March and have any of adoption, education or 19 th birthday returns completed.	<p>If the child has been looked after continuously for 12 months at 31 March, they cannot have adoption or education returns completed, as these relate to children who have ceased to be looked after during the year. 19th birthday information should only be completed for children who were looked after aged 16, but who have since left care, therefore these children will not be looked after for 12 months continuously in the latest year.</p>
188	Child is aged under 4 years at the end of the year, therefore a SDQ score is not required.	<p>The SDQ score should be completed for children looked after continuously for 12 months at 31 March and who were aged between 4 and 16 years old on the date of their last assessment. Any child aged under 4 years old on 31 March of the latest reporting year should not have a SDQ score.</p>

189	Child is aged 17 years or over at the beginning of the year, therefore a SDQ score is not required.	The SDQ score should be completed for children looked after continuously for 12 months at 31 March and who were aged between 4 and 16 years old on the date of their last assessment. Any child aged 17 or over on 1 April of the latest reporting year should not have a SDQ score.
190	Child has not been looked after continuously for at least 12 months at 31 March but one or more data items relating to children looked after for 12 months have been completed.	If a child has not been looked after for 12 months continuously at 31 March then all 10 data items relating to children looked after for 12 months continuously should be left blank. <ul style="list-style-type: none"> • <i>These fields should not be completed for children who have been looked after under an agreed series of short term breaks at any time in the 12 months to 31 March.</i>
191	Child has been looked after continuously for at least 12 months at 31 March but one or more data items relating to children looked after for 12 months have been left blank.	If a child has been looked after for 12 months continuously at 31 March then items on immunisations, teeth checks, health assessments and substance misuse problem identified relating to children looked after for 12 months continuously should be completed. Other fields on convictions, health checks, whether a substance misuse problem intervention was received or offered and activity at age 16 or over may also be required. <ul style="list-style-type: none"> • <i>These fields should not be completed for children who have been looked after under an agreed series of short term breaks at any time in the 12 months to 31 March.</i>
192	Child has been identified as having a substance misuse problem but the two additional items on whether an intervention were offered and received have been left blank.	If a child has been identified as having a substance misuse problem then the two additional items on whether an intervention was offered or received should also be completed.
193	Child not identified as having a substance misuse problem but at least one of the two additional items on whether an intervention were offered and received have been completed.	If a child was not identified as having a substance misuse problem then the two additional items on whether an intervention was offered or received should be left blank.

194	Child was in year 11 at school in 2007/08 and eligible for GCSE or equivalent examinations, yet the position at age 16 field has been left blank.	If the child was in year 11 at school in 2007-08 then the position at 16 field should be completed too.
195	Position has 16 has been completed yet child was not in year 11 in 2007/08 and eligible for GCSE or equivalent examinations	If the child was not in year 11 at school in 2007-08 then the position at 16 field should be left blank.

Stage 2

201	The gender code conflicts with the gender already recorded for this child	<p>DCSF holds an existing record for this child, but gender details do not match.</p> <ul style="list-style-type: none"> <i>If you are certain that these details are correct and previous details are wrong, contact DCSF about correcting earlier years</i>
202	Date of Birth disagrees with the date of birth already recorded for this child.	<p>DCSF holds an existing record for this child, but date of birth details do not match.</p> <ul style="list-style-type: none"> <i>If you are certain that these details are correct and previous details are wrong, contact DCSF about correcting earlier years</i>
203	Ethnic origin code disagrees with the Ethnic Origin already recorded for this child	<p>DCSF holds an existing record for this child, but ethnic origin details do not match.</p> <ul style="list-style-type: none"> <i>If you are certain that these details are correct and previous details are wrong, contact DCSF about correcting earlier years</i>
204	UASC data item disagrees with the UASC status already recorded for this child	<p>DCSF holds an existing record for this child, but UASC details do not match.</p> <ul style="list-style-type: none"> <i>An Unaccompanied Asylum Seeker acquires UASC status on starting to be looked after for the first time. Check this field to ensure consistency across all years of the child's care-history.</i> <i>A child who was reported to be a USAC in earlier years, will remain a UASC for the current data year, unless the Date_UASC_status_ceased item on last year's record indicates the contrary.</i> <p>A child whose UASC status ceased in a previous year, cannot be a UASC in the current year</p>

205	Date UASC status ceased conflicts with the date UASC status ceased previously recorded for this child	DCSF holds an existing record for this child, which shows the child's UASC status ceased in a previous data year. <i>Check these details; if UASC status ceased in a previous year, then the Date_UASC_ceased field should be left blank while the UASC field should be completed with a 0.</i>
206	Mother status for the current year disagrees with the mother status already recorded for this child	DCSF holds an existing record for this child indicating the child is a mother, but this disagrees with the current year's submission.
207	UPN for the current year disagrees with the UPN already recorded for this child. (UPN = Unique Pupil Number)	DCSF holds an existing record for this child, but UPN details do not match in previous year. <ul style="list-style-type: none"> <i>If you are certain that these details are correct and previous details are wrong, correct previous year's record and, if necessary, contact DCSF about correcting earlier years</i>
208	Child is aged under 6 and UPN field is recorded as "UNKNOWN"	Children who are aged under 6 do not need to be assigned a UPN. The field can be left blank unless a UPN has been assigned and which case it should be recorded here.
209	Child aged 6 or over should not have a unknown UPN code of UN1	Unknown UPN code of UN1 should only be used for children aged under 6 and is not yet assigned a UPN.
210	Children looked after for more than a week at 31 March should not have a unknown UPN code of UN4	Unknown UPN code of UN4 should only be used for children newly looked after (from one week before the end of the collection period) and the UPN was not yet known at the time of the SSDA903 annual statistical return.
211	Child has been recorded as being in year 11 at school in year 2007-08 but was not 15 years old on 31 August 2007	To be eligible for year 11 schooling in 2007-08 the child must be 15 years old on 31 August 2007 (just before the start of the school year).

212	A Child looked after continuously for 12 months at 31 March who was 15 years old on 31 August 2007 should be recorded as being in year 11 at school in year 2007-08	Any child who is aged 15 years old on 31 August 2007 (just before the start of the school year) is eligible for year 11 schooling in 2007-08
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Stage 3

301	Date of birth falls after the year ended	<p>Child's date of birth must fall on or before 31 March of the current data year.</p> <ul style="list-style-type: none"> • <i>Check dates of birth, and amend record accordingly.</i> • <i>If the date of birth is correct, this record should be deleted from this year's submission</i>
302	First episode starts before child was born.	<p>Child must have been born on or before the date the first episode commenced.</p> <ul style="list-style-type: none"> • <i>Check and confirm date of birth and date first episode began.</i>
303	If date UASC status ceased is not null, UASC status must be coded 1	<p>Where a date UASC status ceased is recorded, the UASC field must be completed.</p>
304	Date UASC status ceased must be on or before a child's 18 th birthday	<p>UASC status automatically ceases on a child's 18th birthday</p> <ul style="list-style-type: none"> • <i>Check these details and the child's date of birth.</i>
333	Date of LA's decision that adoption is in the best interests of the child (date should be placed) must be on or prior to the date of matching child with adopters	<p>A child cannot be matched with prospective adopters until a local council has formally decided that adoption is in the best interest of the child.</p> <ul style="list-style-type: none"> • <i>Check 'date matched' and 'date should be placed' have not been transposed</i>

334	Date child started to be looked after in latest period of care must be on or prior to the date of LA's decision that adoption is in the child's best interest	<p>Date child started to be looked after, (which will either be recorded in a previous episode or in the additional 'Start of latest period of care' data item) must be prior to the 'best interest' date.</p> <ul style="list-style-type: none"> • <i>Whilst an adoption panel may consider a case "in principal" before a child is looked after, no final recommendation can be made at that stage (Adoption Agency Regulations 1983 SI 1964 and circular LAC(84)3)</i>
335	Child is not adopted by former foster carer but has a last placement code of A3 or A5.	The SSDA903 return suggests the child was adopted by the foster carer but the 'former foster' code entered is 0.
336	Child does not have a foster placement immediately prior to being placed for adoption	To be in an A3 or A5 placement a foster placement must have occurred immediately prior to being placed for adoption.
341	Number of GCSEs grades A* to C is greater than the number of GCSEs A* to G	<p>Data entries are inconsistent</p> <ul style="list-style-type: none"> • <i>Check number of GCSEs gained. Have the data entries for items 8 and 9 been transposed?</i>
342	The young person had no qualifications at the date care ended, so "Reason for no Qualifications" must have a valid code in the range 1 to 4	<p>If all the data items relating to education qualifications are zero, the reason for no qualifications must be valid code in the range 1 to 4</p> <ul style="list-style-type: none"> • <i>Check number of qualifications gained.</i>

343	The young person had gained qualifications at the date care ended, so the “Reason for no Qualifications” must be 0.	<p>If one or more of the data items relating to education qualifications are greater than zero, the reason for no qualifications item must be coded 0.</p> <ul style="list-style-type: none"> • <i>Check that qualifications were gained. If so, amend ‘reason for no qualifications’ field.</i>
344	The record shows the local council <i>is not</i> in touch with young person, but Activity and/or Accommodation on 19 th birthday have been completed.	<p>If the ‘In touch’ data item is in the range 2, 4 – 6, activity and accommodation fields should be zero.</p> <ul style="list-style-type: none"> • <i>Information on a young person’s activity and accommodation is only required if it is both reliable and up to date, which means the local council must be in contact with their former client</i> • <i>Check the ‘In touch’ data item has been completed correctly</i>
345	The SSDA903 record shows the local council <i>is</i> in touch with this young person, but Activity and/or Accommodation data items are zero.	<p>If the In touch data item equals 1 or 3 or 7, the activity and accommodation data items must be completed with a valid code.</p> <ul style="list-style-type: none"> • <i>Information is required on the activity and accommodation of all young people with whom the council is in touch.</i> • <i>See Notes of Guidance for list of valid codes, including a full definition of “remaining in touch”</i>
346	A young person in custody at 19 years of age cannot be participating in part/full time education, training or employment.	<p>If a young person is in custody (code X1 or X2) at 19 years of age then the associated activity must be coded as G5, ‘child not in education, employment or training due to other circumstances’. Please see page 51 of FAQ document for further details.</p>

351	Child was over 21 at the start of the statistical year	<p>Child must have been aged 21 or under at 1 April of the statistical year to which this record refers.</p> <ul style="list-style-type: none"> • <i>Check that date of birth is correct.</i> • <i>A few young people remain accommodated in Community Homes up to their 21st birthday, and under section 20(5) of the Children Act (1989) they can remain technically 'looked after' until that date.</i>
352	Child who started to be looked after was aged 18 or over.	<p>Children starting to be looked after must not be aged over 18.</p> <ul style="list-style-type: none"> • <i>Check date of birth and date episode started.</i>
353	No episode submitted can start before 14/10/91	<p>The date episode started must be on or after 14/10/91.</p> <ul style="list-style-type: none"> • <i>Contact DCSF for advice about coding episodes which started before the implementation of the Children Act on 14/10/91.</i>
354	The episode starts after the end of the statistical year.	<p>All episodes on this record must begin on or before 31 March of the statistical year to which this record refers.</p> <ul style="list-style-type: none"> • <i>Check the date episode commenced. If it is correct, should this episode be reported on next year's record instead?</i>

355	Episode appears to have lasted for less than 24 hours.	<p>Episodes cannot start and cease on the same day.</p> <ul style="list-style-type: none"> • <i>An episode which started and ended on the same day should not be shown on the 903.</i>
356	The date the episode ceased is before the date the same episode started.	<p>The date episode ceased of the current episode should either be blank, or fall after the date episode commenced.</p> <ul style="list-style-type: none"> • <i>Check both dates.</i>
357	This is the first ever episode recorded for this child, but 'reason for new episode' is not 'started to be looked after'.	<p>If this is the first episode ever for this child, 'reason for new episode' must be S.</p> <ul style="list-style-type: none"> • <i>Check whether there is an episode immediately preceding this one, which has been left out.</i> • <i>If not, the 'reason for new episode' code must be amended to S.</i>
358	Child with this legal status should not be under 10.	<p>Where legal status is J1, J2, or J3, date at start of legal status must be child's 10th birthday or over.</p> <ul style="list-style-type: none"> • <i>Check that date of birth and legal status are recorded correctly.</i>

359	Child being looked after following 18 th birthday must be accommodated under Section 20, in a community home.	<p>Where a child is recorded in care beyond their 18th birthday, the legal status must be V2, and the placement must be K2.</p> <ul style="list-style-type: none"> • <i>Check that date of birth, legal status and placement data items are correct.</i> • <i>If the young person is not accommodated under Section 20(5) of the Children Act in a community home, they are not looked after and the episode should have ended on or before the 18th birthday.</i>
362	Emergency Protection Order lasted longer than 21 days.	<p>Where legal status is L2, check will fail if legal status lasts longer than 21 days. Legal status may extend across more than one consecutive episode. Duration in days should be calculated by taking the start date away from the end date.</p> <p>If an EPO starts on 1 June, and ends on 22 June: check will pass; if it starts on 1 June, and ends on 23 June: check will fail.</p> <ul style="list-style-type: none"> • <i>Section 45 of the Children Act (1989) lays down that EPO may be renewed once, and cannot exceed 15 days in total, but allows additional days to be added to this total to take account of intervening Sundays or public holidays when the order is due for renewal.</i> • <i>This check has therefore been specified to allow a sufficient margin for such circumstances. If after checking record is correct as submitted, contact DCSF.</i>
363	Child Assessment Order lasted longer than 7 days allowed in Children Act.	<p>Where legal status is L3, legal status should not last longer than 7 days. Legal status may extend across more than one consecutive episode. Duration in days is calculated by taking the start date away from the end date.</p> <p>If CAO starts on 1 June, and ends on 8 June: check will pass; if it starts on 1 June, and ends on 9 June: check will fail.</p> <ul style="list-style-type: none"> • <i>Section 43 (1) of the Children Act (1989) lays down that a CAO cannot exceed 7 days, and cannot be renewed.</i> • <i>If after checking record is correct as submitted, contact DCSF</i>

364	Sections 41- 46 of Police and Criminal Evidence (PACE; 1984) severely limits the time a child can be detained in custody in local authority accommodation.	<p>Where legal status is J2, check will fail if legal status lasts longer than 21 days. Duration in days should be calculated by taking the start date away from the end date.</p> <p>If detention starts on 1 June, and ends on 22 June: check will pass; if it starts on 1 June, and ends on 23 June: check will fail.</p> <ul style="list-style-type: none"> • <i>The Police have a duty to produce the accused before a court as soon as is reasonably practicable, which normally means the same day or next day.</i> • <i>This check has been specified to allow a margin for any delays in arranging interviews. If after checking record is correct, contact DCSF</i>
365	Any individual short term respite placement must not exceed 28 days.	<p>Where legal status is V3, (i.e. individual short term breaks under a respite agreement are being recorded), each episode of care cannot exceed 28 days. Duration in days should be calculated by taking the start date away from the end date.</p> <ul style="list-style-type: none"> • <i>The maximum length of any one respite break is defined under Reg 13 of the Arrangement for Placement of Children (General) Regulations, 1991.</i>
366	A child cannot change placement during the course of an individual short term respite break.	<p>Where legal status is V3, (ie. individual short term breaks under a respite agreement are being recorded), the reason for new episode must be S</p> <ul style="list-style-type: none"> • <i>Check status of child to ensure that it is a genuine respite case. If the child has changed placement, the legal status is probably V2</i>

367	The maximum amount of respite care allowable is 120 days in any 12 month period	<p>The total duration of episodes with a legal status code V3, (individual short term breaks under a respite agreement), cannot exceed 120 days in any 12 month period. Duration in days should be calculated by taking the start date away from the end date.</p> <ul style="list-style-type: none"> <i>The maximum number of care days that may be provided for children receiving respite care is governed by Reg 13 of the Arrangement for Placement of Children (General) Regulations, 1991.</i> <i>Check status of child to ensure that it is a genuine respite case. If the total amount of care provided on a voluntary basis exceeds 120 days in any twelve month period, the legal status of the child is probably V2</i>
370	Child in independent living should be at least 15.	<p>Where placement code is P2, date at start of placement should be child's 15th birthday or over.</p> <ul style="list-style-type: none"> <i>Check that date of birth and placement code are correct. If so, contact DCSF</i>
371	Child in hostel should be at least 14.	<p>Where placement code is H5, date at start of placement should be child's 14th birthday or over.</p> <ul style="list-style-type: none"> <i>Check that date of birth and placement code are correct.</i> <i>If so, contact DCSF</i>
372	Child in youth custody or prison should be at least 10.	<p>Where placement code is R5, date at start of placement should be child's 10th birthday or over.</p> <ul style="list-style-type: none"> <i>Check that date of birth and placement code are correct.</i>

373	Child placed in a school should be at least 4 years old	<p>Where placement code is S1, date at start of placement should be child's 4th birthday or over.</p> <ul style="list-style-type: none"> • <i>Check that date of birth and placement code are correct.</i>
374	Child in residential employment should be at least 14 years old	<p>Where placement code is P3, date at start of placement should be child's 14th birthday or over.</p> <ul style="list-style-type: none"> • <i>Check that date of birth and placement code are correct.</i>
375	Hospitalisation coded as a temporary placement exceeds six weeks.	<p>Placements T1 or T0 are only allowable for periods in hospital for the treatment of injury or acute illness, and are therefore highly unlikely to exceed 42 days duration. (Duration in days should be calculated by taking the start date away from the end date).</p> <ul style="list-style-type: none"> • <i>Check the reason the child has gone into hospital. If it is for the treatment of a chronic condition, the appropriate placement code is R2.</i> • <i>If after checking record is correct as submitted, contact DCSF</i>
376	Temporary placements coded as being due to holiday of usual foster carer cannot exceed three weeks.	<p>Where placement is T3, the validation check will fail if the period of placement lasts longer than 21 days. Duration in days should be calculated by taking the start date away from the end date.</p> <p>If a temporary placement starts on 1 June, and ends on 22 June: check will pass; if it starts on 1 June, and ends on 23 June: check will fail.</p> <ul style="list-style-type: none"> • <i>To qualify as a temporary placement, the holiday of the usual foster carer cannot exceed three weeks.</i>

377	Only two temporary placements coded as being due to holiday of usual foster carer are allowed in any 12 month period.	<p>Check will fail if there are more than two episodes with a placement code of T3 in any 12 month period.</p> <ul style="list-style-type: none"> <i>To qualify as a temporary placement, only two holidays of the usual foster carer are allowable in any 12 month period.</i>
378	A child who is placed with parents cannot be looked after under a single period of accommodation under section 20 of the Children Act.	If a child is placed with parents (placement code of P1) they cannot be looked after under a single period of accommodation under section 20 of the Children Act (legal status code of V2).
379	Temporary placements for unspecified reason (placement code T4) cannot exceed seven days.	<p>Where placement is T4, check will fail if the period of placement lasts longer than 7 days. Duration in days should be calculated by taking the start date away from the end date.</p> <p>Examples: Temporary placement starts on 1 June, ends on 8 June: check will pass; starts on 1 June, ends on 9 June: check will fail.</p>
380	A period of care cannot start with a temporary placement	<p>Where placement code is in the range T0 to T4, 'reason for new episode' code must be P or B.</p> <ul style="list-style-type: none"> <i>A temporary placement, by definition, is one where there is clear expectation from the outset that a child will return to his/her normal placement, and that this expectation is duly fulfilled.</i>
381	A period of care cannot end with a temporary placement	<p>Where placement code is in the range T0 to T4, 'reason episode ceased' must be X1.</p> <ul style="list-style-type: none"> <i>A temporary placement is, by definition, one where there is clear expectation from the outset that a child will return to his/her normal placement, and that this expectation is duly fulfilled.</i>

382	A child receiving respite care cannot be in a temporary placement	<p>Where legal status is either V3 or V4, the placement cannot be in the range T0 to T4</p> <ul style="list-style-type: none"> • <i>Temporary placement codes T0 to T4 only apply to children who are continuously looked after</i>
383	A child in a temporary placement must subsequently return to his/her normal placement	<p>Where placement code is in the range T0 to T4, the 'reason for new episode' code of the next episode must be P, and the placement code of the next episode must be the same as the placement code of the previous one.</p> <ul style="list-style-type: none"> • <i>A temporary placement, by definition, is one where there is clear expectation from the outset that a child will return to his/her normal placement, and that this expectation is duly fulfilled.</i>
385	Date episode ceased must be on or before the end of the statistical year.	<p>The date the current episode ceased must be on or before 31 March of the current statistical year.</p> <ul style="list-style-type: none"> • <i>Check the date episode ceased has been correctly recorded.</i>
386	Reason episode ceased is 'adopted', but child has reached age 18.	<p>If 'reason episode ceased' is coded E11 or E12, date current episode ceased must be before 18th birthday.</p> <ul style="list-style-type: none"> • <i>S 12(1) of the Adoption Act (1976) provides that an Adoption Order may only be made in respect of a 'child', which is defined in the Act as being a person under 18.</i>
387	Reason episode ceased is child moved into independent living arrangement, but child aged under 14.	<p>If 'reason episode ceased' is coded E5 or E6, age at date episode ceased should be 14th birthday or over.</p> <ul style="list-style-type: none"> • <i>Check reason episode ceased code and date of birth.</i> •

388	Reason episode ceased is coded 'new episode begins', but there is no continuation episode.	<p>If 'reason episode ceased' is coded X1, there must be a subsequent episode starting on the same day.</p> <ul style="list-style-type: none"> • <i>If an episode ends but the child continues to be looked after, a new episode should start on the same day. Reason episode ceased code of the episode which ends must be X1.</i> • <i>If a child ceases to be looked after, reason episode ceased code X1 must not be used.</i>
389	Reason episode ceased is that child transferred to care of adult social services, but child is aged under 16	<p>If 'reason episode ceased' is coded E7, date episode ceased should be child's 16th birthday or over.</p> <ul style="list-style-type: none"> • <i>Check reason episode ceased and date of birth.</i>
390	Reason episode ceased is 'adopted' but child has not been previously 'placed for adoption'.	<p>If 'reason episode ceased' is coded E11 or E12, placement code of current episode must be A3, A4, A5 or A6. Check placement details of the Adoption Order.</p> <ul style="list-style-type: none"> • <i>S 13 (b) of the Adoption Act (1976) provides that an adoption order must be preceded by a period of at least 13 weeks during which the child is 'placed for adoption' with the prospective adoptive parents.</i>
391	Young person was not 19 during the current data year	<p>Data on a young person's whereabouts are only required for those young persons who reach their 19th birthday during the current data year ie. their date of birth should fall in the range 01/04/1988 and 31/03/1989</p> <ul style="list-style-type: none"> • <i>Check date of birth; if correct delete all data items relating to the young person's accommodation and activity on its 19th birthday</i>

392	Child is looked after on 31 March but no distance is recorded.	Distance should be completed if child is looked after on 31 March <u>unless</u> the legal status is V3 or V4, the child has a placement code A3, A4, A5, A6, M1, M2 or M3, or the child is UASC.
393	Child is looked after on 31 March but Mother field is not completed	If a female child is looked after on 31 March under any legal status other than V3 or V4, this field should be completed. <i>See SSDA903 guidance notes for further details</i>
395	Child has had a review in the year but participation field has not been completed	If a child has had at least one review in the year ending 31 March, this field should be completed. • <i>See SSDA903 guidance notes for further details</i>
396	Review date cannot be before the POC started or after the POC ceased.	The reviews can not occur outside of a period of care.
397	More than one review has been held on the same day.	Only one review can be held on one day.
398	Distance field completed but child either, placed for adoption, UASC, absent from the agreed placement or looked after under legal status V3 or V4.	Children who were looked after at 31 March and were placed for adoption (A3, A4, A5, A6) or had absconded (M1, M2 or M3), are excluded from this data requirement. UASC and those looked after under legal status V3 or V4, are also excluded from this data requirement.
399	Mother field, review field or participation filed are not blank but child is looked after under legal status V3 or V4	Children looked after under legal status V3 or V4, are excluded from this data requirement

400	Child ceased to be looked after during the year but distance is recorded.	Distance is <u>only</u> recorded when the child is looked after at <u>31 March</u>
401	Child ceased to be looked after during the year but LA placement is recorded.	LA Placement is <u>only</u> recorded when the child is looked after at <u>31 March</u>
402	LA placement is recorded but Distance field is not completed.	“LA Placement “and “Distance”, must both be recorded, or both left blank . <u>THIS DOES NOT APPLY FOR UASC CHILDREN WHO ARE LOOKED AFTER AT 31 MARCH</u>
403	Postal address code has been incorrectly recorded.	Either “Home postcode”, “Placement postcode” or both have been incorrectly recorded. Please re enter both postal codes or enter values for “Distance” and “LA Placement”.
404	Contradiction between placement code on the episode row at 31 March and LA placement. Where placement code is within the Boundary	Where placement code on the episode row shows that child is placed within local authority boundary i.e. a placement code or an associated placement location code of IN, then the “LA Placement” field must also show it is within the LA boundary. <ul style="list-style-type: none"> • <i>Check placement code, placement location code and “LA Placement” are correct.</i>
405	Contradiction between placement code on the episode row at 31 March and LA placement. Where placement code is outside the Boundary	Where placement code on the episode row shows that child is placed within local authority boundary i.e. a placement code or an associated placement location code of OUT, then the “LA Placement” field must also show it is outside the LA boundary <ul style="list-style-type: none"> • <i>Check placement code, placement location code and “LA Placement” are correct.</i>
406	Child is USAC and is looked after at 31 March. Distance should be BLANK.	If child is UASC and looked after at 31 March, only record “LA Placement” and not Distance. This only applies to UASC children who are looked after at 31 March.

407	Reason episode ceased is 'Special guardianship order', but child has reached age 18.	If 'reason episode ceased' is coded E43 or E44, date current episode ceased must be before 18 th birthday. Where a placement code is coded A5 or A6, 'legal status code of the current episode must be E1.
408	Child is placed for adoption with a 'placement order', but no 'placement order' has been recorded.	Where a placement code is coded A5 or A6, 'legal status code of the current episode must be E1 <ul style="list-style-type: none"> • <i>Check if Placement Order has been granted.</i>
409	Contradiction between 'placement code' in the previous year and in the current year as at 31 March.	Where a placement has not changed as at 31 March in the previous year and is continuously looked after without a placement change in the current year, the placement code should match in both years. <ul style="list-style-type: none"> • <i>Check placement code and "LA Placement" are correct.</i>
410	Contradiction between 'placement distance' in the previous year and in the current year as at 31 March.	Where a 'placement distance' has not changed as at 31 March in the previous year and is continuously looked after without a placement change in the current year, 'placement distance' should match in both years. <ul style="list-style-type: none"> • <i>Check placement code and "LA Placement" are correct.</i>
411	Placement location code for the open episode at 31 March disagrees with the local authority of placement.	If the child has a placement location code of 'IN' for the open episode at 31 March then the LA of placement code must be the same as your LA code. Otherwise if the location code is 'OUT' then the local authority of placement must be different from your LA code.

Stage 4

421	Date episode began has not been completed.	<p>If the 'In touch' field is blank, 'date episode commenced' must be completed.</p> <ul style="list-style-type: none"> <i>The converse of the above rule is not true. It is possible, although unlikely, for an expanded SSDA903 to contain both episode data and information relating to a young person's activity on their 19th birthday. This will occur if a child remained looked after beyond his/her 18th birthday, but left care before their 19th; <u>always providing</u> the date ceased to be looked after and the young person's 19th birthday fall within the same data year.</i>
422	Reason for new episode has not been completed.	<p>If the 'In touch' field is blank, 'reason for new episode' field of the current episode must be completed.</p> <ul style="list-style-type: none"> <i>The converse of the above rule is not true. It is possible, although unlikely, for an expanded SSDA903 to contain both episode data and information relating to a young person's activity on their 19th birthday. This will occur if a child remained looked after beyond his/her 18th birthday, but left care before their 19th; <u>always providing</u> the date ceased to be looked after and the young person's 19th birthday fall within the same data year.</i>
423	Legal status has not been completed.	<p>If the 'In touch' field is blank, Legal status of current episode must be completed.</p> <ul style="list-style-type: none"> <i>The converse of the above rule is not true. It is possible, although unlikely, for an expanded SSDA903 to contain both episode data and information relating to a young person's activity on their 19th birthday. This will occur if a child remained looked after beyond his/her 18th birthday, but left care before their 19th; <u>always providing</u> the date ceased to be looked after and the young person's 19th birthday fall within the same data year.</i>

424	Category of need code has not been completed.	<p>If the 'In touch' field is blank, the child's category of need code must be completed.</p> <ul style="list-style-type: none"> <i>The converse of the above rule is not true. It is possible, although unlikely, for an expanded SSDA903 to contain both episode data and information relating to a young person's activity on their 19th birthday. This will occur if a child remained looked after beyond his/her 18th birthday, but left care before their 19th; <u>always providing</u> the date ceased to be looked after and the young person's 19th birthday fall within the same data year.</i>
425	Placement field has not been completed.	<p>If the 'In touch' field is blank, Placement of the current episode must be completed.</p> <ul style="list-style-type: none"> <i>The converse of the above rule is not true. It is possible, although unlikely, for an expanded SSDA903 to contain both episode data and information relating to a young person's activity on their 19th birthday. This will occur if a child remained looked after beyond his/her 18th birthday, but left care before their 19th; <u>always providing</u> the date ceased to be looked after and the young person's 19th birthday fall within the same data year.</i>
426	A child receiving respite care cannot be recorded under a legal status of V3 and V4 in the same year	<p>A child who is subject of an agreement for the provision of short term placements cannot be coded under a legal status code of V3 and V4 in the same year. A change of codes from V3 to V4 or vice versa between years is permitted. In practice, if an LA wanted to change between using V4 in 2006-07 to V3 in 2007-08, for the 2007-08 return any respite agreement open on 31 March 2007 would have to be closed and a new episode started on 1 April 2007 (or whenever the child's next period of being looked after begins) under legal status V3.</p>
431	The reason for new episode is 'started to be looked after', but the previous episode ended on the same day.	<p>If 'reason for new episode' is coded S, the episode cannot start on the same day as the previous episode ended.</p> <ul style="list-style-type: none"> <i>Check that the last episode ended and the current episode started on the same day. If so, use 'reason new episode' code P, L, or B as appropriate.</i>

432	The child ceased to be looked after at the end of the previous episode, but the reason for the new episode is not 'started to be looked after'.	<p>If the reason the previous episode ceased is coded in the range E2 to E41,E43, E44, E9 the 'reason for new episode' code of the current episode must be S.</p> <ul style="list-style-type: none"> • <i>Use of any of 'Reason episode ceased' codes range E2 to E41, E43, E44, E9 at the end of the previous episode means that the child ceased to be looked after on that date.</i> • <i>Check whether there were one or more intervening episodes before the current one, which have not been recorded.</i>
433	The reason for new episode suggests that this is a continuation episode, but the episode does not start on the same day as the last episode finished.	<p>If the 'reason for new episode' code of the current episode is P,L, or B, the current episode must start on the same day as the previous episode finished.</p> <ul style="list-style-type: none"> • <i>Check the date the last episode finished and the date the present episode started.</i>
434	'Reason for new episode' is that 'child's legal status has changed, but not the placement', but this is not reflected in the episode data.	<p>Where 'reason for new episode' is coded L:</p> <ul style="list-style-type: none"> - legal status of current episode must not show the same value as it did in the previous episode. - placement of the current episode must be the same as the previous one. - placement location and placement provider of the current episode must be the same as the previous one. <ul style="list-style-type: none"> • <i>Check legal status and placement codes in current and previous episodes. If correct as recorded, 'reason for new episode' should be amended.</i>

435	'Reason for new episode' is that 'child's placement has changed, but not the legal status', but this is not reflected in the episode data recorded	Where 'reason for new episode' is coded P, <ul style="list-style-type: none"> - placement of the current episode could be the same value as it was in the previous episode. (Placement must have changed, although it may be of the same placement type). - placement provider code or placement location code may change. - legal status of the current episode must be the same as the previous one. <ul style="list-style-type: none"> • <i>Check legal status and placement codes in current and previous episodes. If correct as recorded, 'reason for new episode' code should be amended.</i>
436	'Reason for new episode' is that both child's placement and legal status have changed, but this is not reflected in the episode data.	Where 'reason for new episode' is coded B, legal status of the current episode must be different from the previous episode. (placement must also change, although it may be of the same placement type). Placement provider and placement location may also change. <ul style="list-style-type: none"> • <i>Check legal status and placement codes in current and previous episodes.</i>
437	Reason episode ceased is child has died, but there are further episodes.	If 'reason episode ceased' is coded E2, there must not be any later episode.
440	Date of birth and review date are inconsistent with participation method.	Participation method indicates child was under 4 at the time of the review but date of birth and review date indicates the child was 4 years old or over.
441	Date of birth and review date are inconsistent with participation method.	Participation method indicates child was 4 years or over at the time of the review but date of birth and review date indicates the child was under 4.
442	UPN field is not completed	A UPN is required for all children looked after other than those looked after under an agreed series of short term breaks. (Legal status of V3 or V4).

443	Child is looked after on 31 March but no LA of placement is recorded	If child is looked after on 31 March under any legal status other than V3 or V4, or in any placement other than A3, A4, A5, A6, M1, M2 or M3, this field should be completed.
444	Child is looked after at 31 March under legal status V3 or V4 or placement code A3, A4, A5, A6, M1, M2 or M3	Either "Home postcode", "Placement postcode" or both have been incorrectly recorded, as these are not required for those looked after under legal status V3 or V4, or placements than A3, A4, A5, A6, M1, M2 or M3.
445	Legal status D1 can not be started after December 2005	A legal status of D1 cannot begin after December 2005. <ul style="list-style-type: none"> If a freeing order procedure was started before December 2005 and granted after that date due to court backlog, please consult DCSF.
446	Legal status E1 can not be started before December 2005	E1 is not a valid code for episodes starting before December 2005. <ul style="list-style-type: none"> If a placement order procedure was started before December 2005 and granted after that date due to court backlog, please consult DCSF.
447	Participation method codes are missing	A participation code should be submitted for each review date held in the year
448	Review dates are missing	A review date should be submitted for each participation method submitted for the year

450	Child started to be looked after during the year but no review was ever recorded within 6 months	The child had been continuously looked after for more than 183 days but no review has ever been recorded
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Stage 5

501	A new episode has started before the end date of the previous episode.	<p>The date the previous episode ceased must be the same as, or before, the date the current episode commenced.</p> <ul style="list-style-type: none"> • <i>Check the date the last episode ended, and the date the present episode started.</i>
502	Last year's record ended with an open episode. The date on which that episode started does not match the start date of the first episode on this year's record.	<p>Where last year's record ended with an open episode, the date on which that episode started must be the same as the date on which the first episode of the current year's record started.</p> <ul style="list-style-type: none"> • <i>Check the start date for the current year. If it is correct, when did the last episode finish? Were there intervening episodes which have been left out?</i> • <i>It may be necessary to enter additional episode details into the system</i>
503	The reason for new episode, legal status and placement in first episode do not match open episode at end of last year.	<p>One or more of fields, reason for new episode, legal status and placement, in first episode are not consistent with equivalent details in the last episode of a previous year's record, which was open at the end of the year.</p> <ul style="list-style-type: none"> • <i>Check details for reason for new episode, legal status and placement are correct. If they are correct, are the details in last year's final episode correct? Were there one or more intervening episodes, which have been left out?</i> • <i>It may be necessary to enter additional episode details into the system</i>

504	The category of need code differs from that reported at start of current period of being looked after.	<p>Where the current episode directly follows a previous episode, the category of need code must be the same in both episodes.</p> <ul style="list-style-type: none"> <i>The category of need code recorded is that at the start of the current period of being looked after. So long as the child continues to be looked after without a break in care, the same category of need code must be recorded on the SSDA903.</i>
505	The child has been adopted, but has not been previously 'placed for adoption' for at least 10 weeks.	<p>If a child is not being adopted by its former foster carer(s) (ie.'foster care' item is 0), then the period of being placed for adoption, (which will be recorded either in an episode which commenced earlier in the year, or in the additional 'start of latest period of placement'), must exceed 88 days. In other cases, the period of being placed for adoption should be at least one day.</p> <ul style="list-style-type: none"> <i>Check placement details and date of Adoption Order.</i> <i>When a child is adopted by his/her former foster carer(s), time spent living with the foster carer can count towards the 10 weeks period stipulated under section 42(2) of the Adoption and Children Act (2002). The limit is set at 88 days to allow some lassitude in the calculation of 10 weeks</i> <i>Duration in days is calculated by taking the start date of the placement away from the date episode ceased.</i>

506	<p>Child was recorded as being adopted in a previous data year. If the child was taken back into care and then subsequently readopted, the date the child started to be looked after in the last period of care should be later than the date child was adopted on the previous occasion.</p>	<p>This record shows that the child was adopted in the current year, but child was also adopted with the same Child ID in an earlier year. The date of start of the last period of care, (which will either be recorded in an episode which commenced earlier in the year, or in the additional 'start of latest period of care' data item) is shown as being prior to the date of adoption on the earlier return</p> <ul style="list-style-type: none"> • <i>Check child records and date of adoption from Adoption Order. If different children are involved, please advise DCSF on correct child ID for each record; if the same child has been adopted twice, check dates of when the first adoption broke down, and when the second adoption took place.</i> • <i>A "period of care" is defined in the SSSA903 guidance</i>
507	<p>The number of qualifications recorded is less than the number of qualifications previously recorded for this child.</p>	<p>This validation check only applies to children who left care aged 16 or over in previous years, and for whom an earlier OC1 return was submitted. If the child returned to care, and then ceased to be looked after again this year, the number of qualifications he/she has gained to date (as shown as shown in any of the relevant data items), could be more than the number recorded previously, but it must not be less.</p> <ul style="list-style-type: none"> • <i>Either one or more of the fields relating to the number of educational qualifications attained are incorrect, or the data recorded on the child's previous OC1 is in error. Check number of qualifications gained, and amend either this year's SSSA903 or the OC1 submitted previously.</i>

508	The episode data for this child shows that he/she was being looked after under a series of short term placements on 1 April 2005.	<p>[THIS CHECK APPLIES TO "SAMPLE" CHILDREN ONLY ie Children whose <u>day</u> of birth is divisible by 3]</p> <p>Information on a young person's activity at 19th birthday has been submitted, although earlier episode data shows that this child was being looked after under a series of short term placements (legal status V3 or V4) on 1/4/2005</p> <ul style="list-style-type: none"> • <i>Details of a young person's activity on his/her 19th birthday is not required for children being looked after under a series of short term placements (legal status of V3 or V4) on 1/4/2005. Check the episode data for 2005, and contact DCSF if it requires amending. Alternatively, delete all data items relating to the young person's whereabouts on its 19th birthday.</i> 								
510	Data entry for the numbers of adopters shows he/she is single adopter . This contradicts against the genders of adopters.	<p>If reporting that number of person(s) adopting the looked after child is 1 adopter then the code should only be M1 or F1.</p> <table border="1" data-bbox="751 727 1900 841"> <thead> <tr> <th>Code</th> <th>Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td>M1</td> <td>The single adopter is a male</td> </tr> <tr> <td>F1</td> <td>The single adopter is a female</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	M1	The single adopter is a male	F1	The single adopter is a female		
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M1	The single adopter is a male									
F1	The single adopter is a female									
511	Data entry for the numbers of adopters shows they are a couple . This contradicts against the genders of adopters.	<p>If reporting that number of person(s) adopting the looked after child is 2 adopters then the code should only be MM or FF or MF.</p> <table border="1" data-bbox="751 1101 1900 1287"> <thead> <tr> <th>Code</th> <th>Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td>MM</td> <td>The adopting couple are both males</td> </tr> <tr> <td>FF</td> <td>The adopting couple are both females</td> </tr> <tr> <td>MF</td> <td>The adopting couple are female & male</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	MM	The adopting couple are both males	FF	The adopting couple are both females	MF	The adopting couple are female & male
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FF	The adopting couple are both females									
MF	The adopting couple are female & male									

513	Data entry on the legal status of adopters shows they are a couple but data entry for the gender of adopters shows it as a single adopter.	<p>If reporting legal status of adopters is L1 or L2 or L3, than the genders of adopters should be coded as MM or FF or MF.</p> <table border="1" data-bbox="747 225 1908 415"> <thead> <tr> <th data-bbox="747 225 1325 266">Code</th> <th data-bbox="1325 225 1908 266">Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="747 266 1325 306">MM</td> <td data-bbox="1325 266 1908 306">The adopting couple are both males</td> </tr> <tr> <td data-bbox="747 306 1325 347">FF</td> <td data-bbox="1325 306 1908 347">The adopting couple are both females</td> </tr> <tr> <td data-bbox="747 347 1325 415">MF</td> <td data-bbox="1325 347 1908 415">The adopting couple are female & male</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	MM	The adopting couple are both males	FF	The adopting couple are both females	MF	The adopting couple are female & male
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514	Data entry on the legal status of adopters shows a single adopter but data entry for the numbers of adopters shows it as a couple.	<p>If reporting legal status of adopters is L0, than the genders of adopters should be coded as M1 or F1.</p> <table border="1" data-bbox="747 529 1908 643"> <thead> <tr> <th data-bbox="747 529 1325 570">Code</th> <th data-bbox="1325 529 1908 570">Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="747 570 1325 610">M1</td> <td data-bbox="1325 570 1908 610">The single adopter is a male</td> </tr> <tr> <td data-bbox="747 610 1325 643">F1</td> <td data-bbox="1325 610 1908 643">The single adopter is a female</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	M1	The single adopter is a male	F1	The single adopter is a female		
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F1	The single adopter is a female									
516	The episode data submitted for this child does not show that he/she was with their former foster carer during the year	If code in reason episode ceased is E43 or E44, placement code must be Q1 or Q2.								
517	Data entry on the legal status of adopters shows 'different gender unmarried couple' but data entry on gender of adopters shows it as a same gender couple.	<p>If reporting legal status of adopters is L3, than the genders of adopters should be coded as MF.</p> <table border="1" data-bbox="747 940 1908 1053"> <thead> <tr> <th data-bbox="747 940 1325 980">Code</th> <th data-bbox="1325 940 1908 980">Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="747 980 1325 1053">MF</td> <td data-bbox="1325 980 1908 1053">The adopting couple are female & male</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	MF	The adopting couple are female & male				
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518	Data entry on the legal status of adopter's shows 'same gender couple not in civil partnership' but data entry on genders of adopters shows it as a mixed gender couple.	<p>If reporting legal status of adopters is L4, than the genders of adopters should be coded as MM or FF.</p> <table border="1" data-bbox="747 1240 1908 1354"> <thead> <tr> <th data-bbox="747 1240 1325 1281">Code</th> <th data-bbox="1325 1240 1908 1281">Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="747 1281 1325 1321">MM</td> <td data-bbox="1325 1281 1908 1321">The adopting couple are both males</td> </tr> <tr> <td data-bbox="747 1321 1325 1354">FF</td> <td data-bbox="1325 1321 1908 1354">The adopting couple are both females</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	MM	The adopting couple are both males	FF	The adopting couple are both females		
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519	Data entered on the legal status of adopters shows 'civil partnership couple' but data entered on genders of adopters shows it as a mixed gender couple.	<p>If reporting legal status of adopters is L2, than the genders of adopters should be coded as MM or FF.</p> <table border="1" data-bbox="747 188 1892 302"> <thead> <tr> <th data-bbox="747 188 1325 228">Code</th> <th data-bbox="1325 188 1892 228">Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="747 228 1325 269">MM</td> <td data-bbox="1325 228 1892 269">The adopting couple are both male</td> </tr> <tr> <td data-bbox="747 269 1325 302">FF</td> <td data-bbox="1325 269 1892 302">The adopting couple are both female</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	MM	The adopting couple are both male	FF	The adopting couple are both female
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MM	The adopting couple are both male							
FF	The adopting couple are both female							
520	Data entry on the legal status of adopters shows 'married couple' but data entry on genders of adopters shows it as a same gender couple.	<p>If reporting legal status of adopters is L1, than the genders of adopters should be coded as MF.</p> <table border="1" data-bbox="747 448 1892 561"> <thead> <tr> <th data-bbox="747 448 1325 488">Code</th> <th data-bbox="1325 448 1892 488">Gender of the adopter(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="747 488 1325 561">MF</td> <td data-bbox="1325 488 1892 561">The adopting couple are female & male</td> </tr> </tbody> </table>	Code	Gender of the adopter(s)	MF	The adopting couple are female & male		
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521	Date of local authorities decision that adoption is in the best interests of the child (Date Should be Placed) must be on or prior to the date the child is placed for adoption.	A child cannot be placed for adoption before the local authority decides it is in the child's best interest to be placed for adoption.						
522	Date of decision that adoption is the plan for the child must be on or before the date that adoption is no longer the plan.	It must be decided that adoption is the plan for the child before it can no longer be the plan to adopt.						
523	Date of decision that adoption is the plan for the child must be on or before the date where it was decided that adoption is in the best interest (date 'Should be placed')	A child adopted during the year cannot have a best interest date before the date it is formally decided that it is in the plan for the child to be adopted.						
524	Date of decision that adoption is the plan for the child must be on or before the date the child is placed for adoption.	A child cannot be placed for adoption before it is formally decided that it is in the plan for the child to be adopted.						

525	A child for whom adoption is no longer the plan cannot be adopted during the year	If it is no longer then plan to adopt a child, then the child cannot be adopted during the year
526	Child is missing a placement provider or placement location code for at least one episode.	For each episode of care other than placements T0, T1, T2, T3, T4, M1, M2, M3 and Z1 a placement location and provider code are required.
527	A placement provider code of PR1 cannot be associated with placements P1, R2 or R5.	Placement provider code of PR1 cannot be associated with placements P1, R2 and R5 as these placements cannot be provided by the local authority.
528	A placement provider code of PR2 cannot be associated with placements P1, R2 or R5.	Placement provider code of PR2 cannot be associated with placements, P1, R2 and R5 as these placements cannot be provided by another local authority.
529	A placement provider code of PR3 cannot be associated with placements P1, Q1, Q2, A3, A4, A5, A6, K1 or K2.	Placement provider code of PR3 cannot be associated with placements P1, Q1, Q2, A3-A6, K1 and K2 as these placements cannot be provided by other public organisations.
530	A placement provider code of PR4 cannot be associated with placements P1, A3, A4, A5 or A6.	Placement provider code of PR4 cannot be associated with placements P1, A3-A6 as these placements cannot be provided by private organisations.
531	A placement provider code of PR5 cannot be associated with placements P1	Placement provider code of PR5 cannot be associated with placements P1, as these placements cannot be provided by voluntary/third sector organisations.
532	A Child who was in an open F1 placement at 31 March 2008 should be in a Q1 placement at 1 April 2008 and have a placement location of inside the LA boundary (IN).	If the child was placed in the old F1 foster placement (foster placement with other foster carer, provided by the local authority placed inside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as Q1 (foster placement with relative or friend) and have a placement location of inside the local authority boundary.

533	A Child who was in an open F2 placement at 31 March 2008 should be in a Q2 placement at 1 April 2008, have a placement location of inside the LA boundary (IN) and have a placement provider code of PR1.	If the child was placed in the old F2 foster placement (foster placement with other foster carer, provided by the local authority placed inside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as Q2 (foster placement with other foster carer), have a placement location of inside the local authority boundary and have a provider code of PR1 (placement provided by the local authority).
534	A Child who was in an open F3 placement at 31 March 2008 should be in a Q2 placement at 1 April 2008 and have a placement location of inside the LA boundary (IN).	If the child was placed in the old F3 foster placement (foster placement with other foster carer, arranged through agency placed inside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as Q2 (foster placement with other foster carer) and have a placement location of inside the local authority boundary.
535	A Child who was in an open F4 placement at 31 March 2008 should be in a Q1 placement at 1 April 2008 and have a placement location of outside the LA boundary (OUT).	If the child was placed in the old F4 foster placement (foster placement with other foster carer, provided by the local authority placed outside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as Q1 (foster placement with relative or friend) and have a placement location of outside the local authority boundary.
536	A Child who was in an open F5 placement at 31 March 2008 should be in a Q2 placement at 1 April 2008, have a placement location of outside the LA boundary (OUT) and have a placement provider code of PR1.	If the child was placed in the old F5 foster placement (foster placement with other foster carer, provided by the local authority placed outside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as Q2 (foster placement with other foster carer), have a placement location of outside the local authority boundary and have a provider code of PR1 (placement provided by the local authority).

537	A Child who was in an open F6 placement at 31 March 2008 should be in a Q2 placement at 1 April 2008 and have a placement location of outside the LA boundary (OUT).	If the child was placed in the old F6 foster placement (foster placement with other foster carer, arranged through agency placed outside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as Q2 (foster placement with other foster carer) and have a placement location of outside the local authority boundary.
538	A Child who was in an open H1 placement at 31 March 2008 should be in a K1 placement at 1 April 2008 and have a placement location of inside the LA boundary (IN).	If the child was placed in the old H1 secure unit placement (secure unit inside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as K1 (secure unit) and have a placement location of inside the local authority boundary.
539	A Child who was in an open H2 placement at 31 March 2008 should be in a K1 placement at 1 April 2008 and have a placement location of outside the LA boundary (OUT).	If the child was placed in the old H2 secure unit placement (secure unit outside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as K1 (secure unit) and have a placement location of outside the local authority boundary.
540	A Child who was in an open H3 placement at 31 March 2008 should be in a K2 placement at 1 April 2008 and have a placement location of inside the LA boundary (IN).	If the child was placed in the old H3 children's home placement (homes and hostels inside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as K2 (children's home) and have a placement location of inside the local authority boundary.
541	A Child who was in an open H4 placement at 31 March 2008 should be in a K2 placement at 1 April 2008 and have a placement location of outside the LA boundary (OUT).	If the child was placed in the old H4 children's home placement (homes and hostels outside local authority boundary) at 31 March 2008, then the continuation episode at 1 April 2008 should be coded as K2 (children's home) and have a placement location of outside the local authority boundary.

542	A Child aged under 10 at 31 March should not have conviction information completed.	Conviction information is only required for children aged 10 or over at 31 March who have been looked after continuously for at least 12 months.
543	Child is aged 10 or over at 31 March and has been looked after continuously for 12 months, yet conviction information has not been completed.	Conviction information is required for children aged 10 or over at 31 March who have been looked after continuously for at least 12 months.
544	A child with conviction information completed must also have data entries for immunisations, teeth checks, health assessments and substance misuse problem identified.	Any child who has conviction information completed must also have immunisation, teeth check, health assessment and substance misuse problem identified fields completed.
545	Child is aged 5 or under at 31 March and has been looked after continuously for 12 months, yet health promotion information has not been completed.	Health promotion information is only required for children aged 5 or under at 31 March who have been looked after continuously for at least 12 months.
546	Children aged over 5 at 31 March should not have health promotion information completed.	Health promotion information is only required for children aged 5 or under at 31 March who have been looked after continuously for at least 12 months.
547	A child with health promotion information completed must also have data entries for immunisations, teeth checks, health assessments and substance misuse problem identified.	Any child who has health promotion information completed must also have immunisation, teeth check, health assessment and substance misuse problem identified fields completed.

550	A placement provider code of PR0 can only be associated with placement P1	Placement provider code of PR0 may only be associated with placement P1 as this placement has no formal provider.
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Stage 6

601	The additional fields relating to adoption have not been completed, although the episode data shows that the child was adopted during the year	<p>Code E11 or E12, (showing that the child was adopted during the year), has been entered under Reason Episode Ceased of the episode data submitted for this child, but the fields relating to adoption have not been accordingly completed.</p> <ul style="list-style-type: none"> • <i>Check these details, and either complete the missing items, or amend the episode data accordingly</i>
602	The episode data submitted for this child does not show that he/she was adopted during the year	<p>There is no indication on the episode record that this child was adopted during the year.</p> <ul style="list-style-type: none"> • <i>Either the data items relating to adoption have been completed in error, or the episode data requires amendment.</i> • <i>Check that all episodes of care have been included, if the child has been adopted during the year, Code E11 or E12 should be recoded as being the reason episode ceased</i>
603	Data items relating to the child's educational achievements have not been completed, although the episode data shows the child left care during the year aged 16 and over	<p>The episode data shows that this child ceased to be looked after during the year aged 16 and over. All data items relating to educational attainments should be completed for children who fall in this category.</p> <ul style="list-style-type: none"> • <i>Check these details; either the episode data requires amending, or the additional field relating to educational achievements should be completed.</i> • <i>Check that all episodes of care have been included; this error usually occurs when episode record for the child's continuing care-history is incomplete.</i>

604	The episode data submitted for this child does not show that he/she ceased to be looked after during the year	<p>There is no indication on the episode record that this child ceased to be looked after during the year.</p> <ul style="list-style-type: none"> • <i>Either the data items relating to educational achievements have been completed in error, or the episode data requires amendment.</i> • <i>Check that all episodes of care have been included; this error usually occurs when episode record for the child's continuing care-history is incomplete</i>
605	No record of the educational achievements for this child has ever been received.	<p>The submission of data relating to the child's activity on its 19th birthday implies that this child left care within recent years, but there is no record on our database of the child's educational achievements.</p> <ul style="list-style-type: none"> • <i>Check these details; if the child left care during 2004/05, then items 11 to 15 should be completed. If the child left care prior to 1 April 2005, then the completion of an OC3 return for this child for a previous year has been overlooked, please complete and return to DCSF.</i>
606	Young person was still being looked after on its 19 th birthday	<p>Data relating to young person's activity are only required for young persons who have left care before their 19th birthday. An SSDA903 record previously submitted for this child indicates that he/she was still being looked after aged 19 or over.</p> <ul style="list-style-type: none"> • <i>Check date of birth and date ceased to be looked after; if both are correct delete data relating to the young person's activity and accommodation on 19th birthday</i>
607	Child ceased to be looked after in the year but mother field has not been completed	<p>This data item should be completed for all female children who ceased to be looked after in the year, excluding those looked after under legal status V3 or V4.</p>
611	Date of birth field is blank but child is a mother	<p>Date of birth of the child must be completed if the child is a mother.</p>

612	Date of birth field has been completed but mother field indicates child is not a mother	Mother field must be completed if the child is a mother
620	Mother's field has been completed but DOB shows that the mother is under 11 of age	Where mother field has been completed mother's age should be 11 th birthday or above in the 12 month period. <ul style="list-style-type: none"> • Check "mother's field" and "Mother's DOB " are correct.
621	Mother's field has been completed but DOB shows that the mother is younger then her child	Where mother's child date of birth is completed it should be greater then mother's date of birth. <ul style="list-style-type: none"> • Check "child's DOB" and "Mother's DOB " are correct.
622	Distance and LA Placement are not required for the collection of 19 th Birthday	Distance and LA Placement fields in the 19 th Birthday cohort are excluded from this data requirement.
624	Date of birth of first child contradicts the date of birth of first child previously recorded.	If a child has been recorded as being a mother in a previous year then the date of birth of first child must be consistent between years, except when comparing to year ending 31 March 2006 if the date of birth of the first child was recorded as an approximate date.
625	Date of birth of first child is beyond the end of this reporting year or the date the child ceased to be looked after.	If a child has been recorded as being a mother in the latest reporting year then the date of birth of first child must not be beyond the end of this reporting year (31/03/2008) or the date the child ceased to be looked after.

626	Child was reported as a mother, but the date of birth of first child is before the current year which contradicts with the mother status recorded last year.	If a child has been recorded as being a mother in the latest reporting year and the date of birth of first child is in a previous year, then the mother status must be consistent between the year the mother's child was born and the latest year.
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