

Safeguarding

Missing/Lost Child Policy

Statutory Framework for the Early Years Foundation Stage

Quote Reference: 3.73

'Providers must make the following information available to parents and/or carers including the procedure to be followed in the event of ... a child going missing at, or away from the setting'

Purpose of the Policy

The aim of this policy is to safeguard all children accessing Family Centre services both within the Centre and during visits and outings.

We aim to:

- Provide a clear procedure to be followed in the event of a child going missing.

What parents\carers should do

- Keep your personal information held by the Family Centre up to date as it will be used in the event that we may need to contact you.
- Give written permission for your child to participate in visits/outings.

What the Family Centre will do

- Follow the procedure outlined below if your child goes missing.
- Contact you in the event of your child going missing either on the Centre premises or during a visit/outing.
- Ensure relevant and appropriate risk assessments are in place for the Centre and for visits/outings to minimise the risk of children going missing.
- Use the BMBC Evolve system to gain approval for all visits/outings and to store relevant information.
- Provide Centre staff with a designated mobile telephone to use on all visits/outings.

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