



Missing Child Procedure

The care of all children is paramount, and I aim to safely supervise children when we go on outings or trips, however, some children can become 'lost' in busy places. In the unlikely event of a child going missing I have a written procedure that I will be following:

- I will immediately raise the alarm and search the area
- I will provide everyone involved in the search with a description of the child
- I will contact the police, if the child is not found within a reasonable amount of time and dependent of the individual circumstances at the time, e.g. location, age of child
- I will alert the parents of the situation
- I will reassure the other children with me as they may be distressed
- I will notify Ofsted within 14 days of the incident occurring

I will take every precaution to avoid situations like this happening by implementing the following measures:

- Ensuring the children hold hands or pushchairs whilst we are out
- I will regularly talk to the children about the dangers of wandering off and talking to strangers.

I will undertake risk assessments prior to taking children on outings.