

Missing Child Procedure

If the child is 5 years old or under, contact the police immediately.



Alert the DSL or a senior staff member. The DSL or senior staff member should search inside and outside the building.



Contact their parents or carer to establish whether they have returned home.



Discuss with the parents or carer whether it is appropriate to contact the police.



Wait for the police to arrive and follow their instructions.



The DSL or senior staff member must continue to search while waiting for the police to arrive.



If the parents do not want to contact the police, only contact them if you consider the parent's decision to be unreasonable and the child is at significant risk of harm.