

Brinsworth Whitehill Primary



Lost Child

There are a limited number of situations where a child could be lost, these include:

- * A child wandering off during an outing
- * A child escapes out of the outdoor play area
- * A child is taken from the setting by an unapproved adult

Should a child become lost:

- * The staff member in charge is to be alerted
- * Remember the safety and security of the other children, ensuring they are appropriately supervised and secure
- * An available member of staff should search the school site
- * If the child can not be found in ten minutes both the police and parents are to be informed
- * Continue to search areas keeping in touch with other staff members via mobile phone if available
- * When the situation has been resolved, members of staff must review the reasons for it happening and ensure immediate measure are put in place to prevent any recurrence

This policy was written in September 2014, will be implemented from the 1st of October 2014, and will be reviewed annually or sooner, if any part of the policy procedures is implemented or whenever changes in legislation occur. If any changes are made to this policy parents and carers will be informed via a letter and information regarding the change being displayed on the parents' information board.