



219 Hamilton Drive West, York YO24 4PL
 01904 795605 / 0791 768 1129
 dom@domschildminding.com

Lost or Missing Child Procedure

I will safely supervise children when we go on outings or trips and undertake a risk assessment.

I will teach the children about safety and what to do if they become lost. This will happen before and during the trip, while taking in account each child's level of understanding due to their age/stage of development. For example, when we get to the park we will talk about where to go if they can't see me and think that they are lost (a meeting place). I will also teach the children about stranger danger and shouting NO if they feel threatened.

If a child goes missing, I would first check our arranged meeting place. I would also shout their name and do a quick search of the immediate area. I would ensure that the other children in my care were together and with me. If the child cannot be found then I will tell the police, provide a description of the child and their clothing and search the area.

If a child goes missing in a public place e.g. a library, park, shop or shopping centre I will also alert the staff, park warden and security staff.

Other children in my care will be kept with me and reassured.

I will advise the relevant parents as soon as is reasonably practical to do so.

After the event I will record the incident and inform Ofsted as soon as possible, but no later than 14 days, using their online reporting system

www.gov.uk/guidance/report-a-serious-childcare-incident.

| | |
|---|----------|
| Date policy was written | 19/09/24 |
| This policy is due for review on the following date | 20/09/26 |

This policy supports the following EYFS requirements:

Meeting the Early Years Foundation Stage Safeguarding and Welfare Requirements

Information and Records – Information for Parents and Carers