

LOST CHILD POLICY

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.

Procedure: (how I will put the statement into practice)

If a child goes missing, I will first check our arranged meeting place. I would also shout their name and do a quick search of the immediate area. I will 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.

Childminder's name	
Childminder's signature	
Date	
Parent(s)' name	
Parent(s)' signature	
Date	

LOST CHILD POLICY

Date policy was written	
This policy is due for review on the following date	

This policy supports the following Early years foundation stage statutory framework for childminders requirements:

Section 3 – Safeguarding and welfare requirements

- Information and Records