



## Lost Child Policy

### Rationale

I am committed to ensuring that children enjoy regular outings whilst in my care and can experience the freedom they need to enjoy co-operative play, decision making and risk taking in their play. To prevent this from happening I would closely supervise the children and teach them to stay close to myself and to follow safety guidelines. Teach the children about the dangers of wandering off and educate the children about staying safe and what to do if they become separated from myself. I will always establish a meeting point on outings at the venue. I aim to keep all children within sight or always hearing to prevent them becoming lost in accordance with my Safety on Outings Policy. In the unlikely event that a child becomes lost, I will follow the procedure below.

### Procedure if a child becomes lost.

I will immediately raise the alarm to all around and enlist any help available to search for the lost child giving a full description of the child and his/her clothing. I will comfort any child in my care that is distressed because of the situation and make sure the safety of other children is secure during the time we search for the lost child. If there is a lost child station or security staff station, I will alert them to the situation and follow their procedures. I will alert parents/carers and the police to the situation and follow the advice given.

### Actions to be taken after the event.

I will record the incident, gain parent/carer's signature, and review all arrangements for keeping children safe and amend as needed. I will talk with all the children in my care about the event and improvements we could make to how we look after each other when we are out and about. I will inform Ofsted of the incident and measures taken to try and prevent further incidents.