

Safeguarding and Attendance

Rutland County Council 'Guidance' for Educational Settings (September 2017)

The purpose of this document is to provide Rutland educational settings with 'guidance and recommendations' that define safeguarding and attendance for those children on roll who do not present to school/nursery. This 'guidance' does not relate to children who are on roll but who are currently 'missing education' (for example families who may have moved out of the area).

Please note that in the event of any immediate safeguarding risk or concern; please contact the Police and children's social care outside of any timescales in this guidance

Unexplained Absence

For the purpose of this 'guidance', we define ***unexplained absence*** as a child who does not present at their setting on any given day, and there being no explanation for the absence in advance of the occurrence.

For the majority of these children, there may be no current safeguarding concerns and as such, your local safeguarding procedures should detail the process for '**first day call**' to ensure these children are accounted for. As a local authority our '*recommendation*' in this situation is that a process is followed to make contact with the parent/carer or other designated contacts given for the child, from the first day that the child is absent, which should be detailed in your local safeguarding procedures.

For children who do not present at their setting, on any given day, **where a child, young person or family is open to Rutland Children's Social Care or Early Help and where attendance is identified as a concern in the child's plan (Early Help, CIN, CP, CLA*)**, the local authority should be notified, directly making contact with the child's allocated social worker/early help worker.

If a child unexpectedly fails to attend their setting and all reasonable attempts have been made to contact the parent/carer and other designated contacts, then the local authority recommended '*guidance*' is that all settings should have detailed in their safeguarding procedures a process for '**Safe and Well Checks**'.

'**Safe and Well Checks**' should be used when a child does not present at their setting and no relevant adult can be contacted, after attempting contact for a period of 3 days. On day 4, the police should be contacted in order to make a visit to the family home*.

***In all events, the child's history, attendance record and consideration of any escalating concern should always be considered when deciding on the use of any action. Where there are any safeguarding concerns, contact RAIS (Referral, Assessment & Intervention Service - Children's Duty) on 01572 758407.**

This 'guidance' has been written in response to the Judiciary Report for Chadrack Mbala MULO

<https://www.judiciary.gov.uk/wp-content/uploads/2017/06/Chadrack-2017-0120.pdf>

Children who go missing during the course of the school day

When a child goes missing from their setting during the course of the day, settings should have detailed in their local safeguarding procedures the process for responding to such events.

Procedures should be designed to ensure that any child who goes missing during the course of the day is found and returned within as short a timeframe as reasonably possible.

When the alarm is raised that a child has gone missing, the local authority *recommends* that the following steps be put into place:

1. Alert reception
2. Designated member/s of staff should co-ordinate a detailed search of the site including its grounds
3. If the search is unsuccessful, the parent/carer (or other emergency contact) should be notified
4. If contact with the parent/carer (or other emergency contact) cannot be made, or upon contact parent/carer cannot confirm location of the child, the Police should be contacted. **It is the responsibility of the setting to report the child missing.**
5. Provide Police with any appropriate information such as a detailed description of the child and an indication of when they were last seen
6. **Where there are any safeguarding concerns, contact RAIS (Referral, Assessment & Intervention Service - Children's Duty) on 01572 758407**
7. Staff should continue a detailed search of the site including its grounds until the Police attend and undertake an investigation

Following such an incident a meeting should be arranged with parents and the setting's Inclusion Officer and Social Inclusion Designated Officer at the local authority to ascertain the circumstances of the incident and ensure steps are put into place to avoid any further incidents.