

**NB: ALL Missing episodes however long or short need to be reported as a significant event to consider if Risk Management Strategy (RMS) is needed or needs to be updated.**

Report the child/YP as **Missing from Care** to the Police (the police force area they went missing from) and note down the CAD reference number. Then contact the Child/YP’s placing LA to report them **Missing from Care** and provide the CAD reference. Following this, Foster parents are to contact SSW in office hours or PCFS OOHs to inform

Police, Placing LA and PCFS to be kept up to date with any changes, and all notified as and when the child returns home.

Report the child/YP missing to their placing LA to report them **Away from Home**/unauthorised absence and notify SSW in Office hours or PCFS OOHS

If contact still cannot be made and all appropriate action taken, Foster Parents are to complete the **Missing Assessment Tool**, which will help indicate next steps.

If they cannot be reached, contact school, friends, associates, close family contacts (if appropriate) to collate information about places and times that the child/YP was last seen.

**Missing from Care**

**Away from Home**

Walk or drive to places where the child/YP likes to visit or has previously visited and places they like to go to with friends.

Contact the child/YP and attempt to speak to them directly if possible