

Wellingtonia Missing From Care Policy



Approved by	Anna Davies/Steve Butler
Reviewed on	22.02.24
To be reviewed by	22.02.25

Legislative framework and guidance:

Regulation 34: Policies for the protection of children.

Regulation 12: Protection of Children Standard.

Outcome:

- Young people are protected from harm.
- Staff are aware of the procedures should a young person go Missing.

Overview:

Wellingtonia consider a young person missing from care when their location is unknown and staff have not managed to locate the young person safely within 15 minutes.

Wellingtonia ensures high levels of staff, high quality outdoor fencing etc and good quality activity risk assessments to ensure Young People do not go missing from care.

Police Definitions:

Missing:

Anyone whose whereabouts cannot be established and where the circumstances are out of character, or the context suggests the person may be subject of crime or at risk of harm to themselves or another.

Absent:

A person not at a place where they are expected or required to be.

Establishing the Young Person is missing:

From the home:

Staff are not able to establish the whereabouts of the young person.

The Team leader will alert all areas of the home to search for the young person and will expect a reply within 2-3 minutes.

If the young person is not located within **15 minutes**, they will be classed as missing.

From the wider community:

Staff will search the locality for and if the young person is not located in this time they will be classed as Missing.

Staff Missing from Care Procedure:

- Phone 999 and report the young person as missing and inform the Police the young person is at very high risk of significant harm.
- Staff must co ordinate a search of the wider area for example the main road outside the home, the Quarry road and road to the village.
- Inform the Registered Manager or in their absence the Head of Care / Deputy Head of Care / On Call immediately who will guide you on the next appropriate steps.
- Document the information given to you by the police eg: the log number.
- Ensure you have given a full description of the young person and a contact number.

Registered Manager or in their absence – Head of Care / Deputy Head of Care / On-call responsibilities.

- Inform the young person's parents if appropriate.
- Inform the young person's social worker or the placing authority's Emergency Duty Team (EDT) as soon as possible.
- Liaise with police and ensure they have recent photographs and any information they require.
- Inform Ofsted via a Regulation 40 notification with 24 hours.

When the Missing Young Person is Found:

- The Registered Manager will establish that there are no immediate safeguarding investigations required prior to the young person being allowed to get changed / showered etc.
- Parent and Social worker will be informed.
- They will be welcomed back into the home and given any personal assistance required for example toileting, showering, change of clothes and offered food and drink.
- An Independent Return Interview will be arranged.
- A missing from Care report will be completed.
- Following completion of all paperwork a full enquiry will be undertaken by the Registered Manager to establish how the young person was able to go missing.

Documentation:

A Regulation 40 notification will be sent within 24 hours.

A Missing From care report will be completed and will include the following information:

- Name of Young Person
- Time and date missing
- Time and date returned
- Location of the young person when they went missing
- Staff members responsible for young person
- Behaviours leading up to the incident
- Description and duration of the incident
- The methods and steps used by staff to prevent the young person from going missing
- Any injury sustained to the young person
- Any safeguarding concerns
- Discussion with staff involved
- Young persons views
- External parties informed including ref numbers eg Police log number
- Date Independent Return Interview arranged and completed
- Managers Enquiry including any recommendations and training issues.