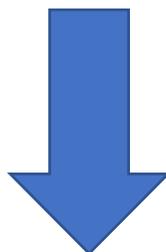


Appendix 2: Procedure Flowchart When a Child Returns from a Missing Event

Actions when a child has returned from a missing event

- Home staff should ensure that the child's bedroom is clean and welcoming prior to their return;
- Home staff are to positively welcome the child back to the home providing reassurance and warmth;
- Home staff are to offer the child something to eat, does the child need a shower/bath and a clean change of clothes? Is there any need for medical treatment needed?
- Homes staff to try and get an insight into the child's missing event to ascertain where they have been, who they may have been with and if any harm has come to them whilst missing;
- If the child discloses any concerns homes staff should immediately report to the Police, placing authority, registered person, responsible individual and designated safeguarding lead;
- Homes staff should explain next steps to the child i.e., safe and well check and independent interview;
- Homes staff should monitor the child for risk of going missing on their return by knowing their whereabouts at all times;
- Homes staff to update the incident/missing from care report detailing circumstances of the child's return and actions taken upon their return;
- Child's missing from care plan should be updated along with the any other relevant documentation such as – care plan and any risk management plans.



Individuals and agencies who should be contacted when a child returns from a missing event

- The Police – crime reference number given at initial report of the child going missing to be shared along with details of their return – if not returned by the Police;
- The child’s Social Worker/Placing Authority – contact details will be in the child’s missing from care plan;
- The parents and any other person with parental responsibility, unless it is not reasonably practicable or to do so, or would be inconsistent with the child's welfare;
- The Independent Reviewing Officer (IRO);
- Registered Person (Homes Manager); and
- Responsible Individual.



Actions to be taken by other Individual's & Agencies when a child returns from a missing event

- A safe and well check should be completed by the Police authority the child was reported missing to. This should be conducted as soon as reasonably practicable upon the child's return. Any significant information disclosed to homes staff by the child upon their return should be shared with the Police;
- Should the child wish to be supported during a safe and well check then all efforts should be made by homes staff to accommodate their request so far as practically possible;
- Child should have independent interview within 72 hours of them returning from a missing event. This should be conducted by a person independent of the home and child's placing authority -an exception can be made if the child has expressed a preference to speak to their Social Worker or home staff about the reasons they went missing;
- Homes Manager to escalate concerns under Regulation 5 (engaging with the wider system to ensure children's needs are met) if safe and well checks and independent interviews have not taken place within expected timescales.