Appendix 5: Missing from Home Flowchart

Attempts to locate child – establish if child is missing or unauthorised absence

Unauthorised absent – risk to be assessed if any safeguarding concerns regarding the absence. If location not confirmed report missing, if location unsafe call 101

Child identified as missing, reported to 101

If frequent – team manager to decide if professionals meeting needed, decision to be logged on mosaic

MASH receive MERLIN/ SW informed child missing

Referral Officer/EDT/SW start a 'New Information on Open Case' and send alert to appropriate team.

If missing 2 times in 90 days and/or 5 continuous days then to be allocated for a strategy meeting/ C and F Assessment. Current and historical factors to be taken into consideration when cases do not meet this threshold.

If not open to children's services FRT to assess

Open to Early Help/CAT/FSCP

Duty worker/social worker picks up work step and request sent to BSO to add to missing register (see Mosaic workflow chart)

First response team to alert Missing Coordinator who will add to Missing Register

Social worker to share Missing Child Risk Assessment with police

Strategy discussion with police and TM

Continues to be missing – strategy meeting at least fortnightly following initial, once missing 28 days strategy meeting to held at least every 28 days fortnightly (can be more frequent)

Missing Strategy meeting to be convened asap and within 7 days, chaired by TM

Once child returns then social worker to update the Missing Register with return date

Police to carry out Safe and Well check

Return Home Interview to be carried out within 72 hours child by social worker or an appointed member of the professional network – see template. This to be uploaded onto system. Relevant information to be shared with Missing Police Unit and child signposted to onward services if appropriate

Does C and F assessment/CIN/CP plan need updating?