

Missing Child

If a child or children, for whom ECRC has responsibility, go missing, the subsequent information has been devised to clarify the actions to take:

- Ensure other children in ECRC's care are looked after appropriately whilst a search for those missing can be organised.
- Inform the parents if they are present, or nominate an appropriate person to telephone them, and advise of the concern (reassure them ECRC is doing everything it can to locate the missing child/children).
- Organise a search of all areas with available responsible adults. Send searchers immediately to any exits of ECRC to ensure the child/children have not left, and to any obvious potential danger spots (car park entrance etc.)
- Search the area in which the child/children have gone missing, including changing rooms, toilets, public and private areas, and the club's grounds.
- A nominated person should remain at a reference point and make a note of events, including a detailed description of the child/children. Approximate height, build, hair and eye colour, as well as the clothing worn and when/where they were last seen.
- If the search is unsuccessful, contact the police on 999.

A report will be made by ECRC to the place no later than 20 minutes after the child's/children's disappearance even if the search is not yet completed.

At any stage when the child/children is located, ECRC will inform all adults involved such as the child's parents/guardians, searchers, and the police if they are involved.

All missing children incidents must be notified at the very earliest opportunity to the club's welfare officer, who will immediately inform the County Welfare Officer Mike Buckley.