

Lost Child Policy

Our setting takes the safety and welfare of all children in our care very seriously, and we have procedures in place to ensure that every child is accounted for at all times. In the event that a child becomes lost or separated from the group, we will follow the procedures outlined below to ensure their safe and prompt return.

Policy

- We will immediately initiate a search of the surrounding area, checking all nearby locations where the child may have gone. We will also ask any adults or children in the area if they have seen the child.
- If the child is not located within a reasonable amount of time, we will contact the child's parents or carers and inform them of the situation.
- We will contact the local police or relevant authorities to report the missing child and provide a description, including distinguishing features or clothing.
- We will remain in the area and continue searching for the child until they are located.
- In line with EYFS 2025 safeguarding requirements, I will notify Ofsted within 14 days of the incident as this is considered a serious incident.

Procedure

- All children in our care are supervised at all times, with appropriate ratios of adults to children to ensure adequate supervision.
- Regular headcounts are conducted throughout the day, especially during outings and transitions.
- Clear boundaries are established for outdoor play and children are reminded of the importance of staying within them.
- If a child becomes lost or separated from the group, the search and reporting steps outlined in this policy will be followed immediately.
- The policy and procedures are reviewed regularly to ensure they remain effective and up to date.

Conclusion

Our setting is committed to ensuring the safety and welfare of all children in our care. This Lost Child Policy and Procedure provides a clear and effective plan of action in the unlikely event that a child becomes separated from the group.