POLICY

For

Children Leaving the School Site Without Permission

New Mar 2023	**Sep 2025**		
Sep 2023			
Sep 2024			

Striving for excellence, caring for all
Within a loving and caring Christian environment.

Our Academy Vision

We are a community in which everyone is offered the opportunity to fulfil their full potential, to understand themselves and be valued for who they are. Through a stimulating and challenging learning environment, we pursue academic excellence and seek the flourishing of all. This is because we know we are all God's children.

"Do all the good you can, by all the means you can, in all the ways you can, in all the places you can, at all the times you can, to all the people you can, as long as you ever can." John Wesley

Overview
Within Abbey Academies Trust (AAT) children should never be allowed to leave the premises during school time without an adult's permission. It is possible that on some occasions a child may leave the premises without the knowledge or permission of an adult. This policy is put in place to ensure that every action possible is taken to ensure the quick and safe return of that child to school.

Outcomes
The safety of all children will be given our highest priority. A missing child should be an extremely rare happening. This policy is designed to put into place swift and effective actions to locate any missing child and to notify and involve parents/carers and the authorities at every appropriate point.

For a child (or children) leaving site without permission or unexpectedly:

1. If a child is attempting to leave site and the adult is not at risk, the adult can provide a non-holding block in front of the exit/gate and should verbally advise the child to remain on site. If the adult is at risk of being hurt the child should be verbally directed to remain on site, but no blockage formed.

A member of staff can use a safe hold if the child is in immediate danger of hurting themselves or putting themselves in a dangerous situation.

2. *Children who run*
If a child runs away from school and is in the eye line of adults, the adult should call after the child or try and talk to the child to try and get them to come back. In this case, visual from a distance is preferable as long as the child does NOT run or panic as a result. If a child has run/panicked do NOT follow.

If the child does not return or is not found within a short period of time, move on to the next stage.

3. The child's parent/carer should be contacted immediately. The parent/carer should attend the situation and make contact with the child. If the parent/carer does not answer the phone, a message should be left that informs them of the situation and that the police will be contacted.

4. If the parent/carer gets in contact they should be advised that they need to attend the situation immediately and locate the child.

5. The police should be informed.

6. If the CEO / Executive Headteacher / Headteacher / Head of School are not on-site they should be informed immediately.

7. After the incident, the parent/carer and AAT SLT need to decide whether it is appropriate for the child to return to school for the remainder of their session or go home.

8. The incident should be recorded on an Incident Investigation Form and actions and outcomes evaluated. AAT SLT will reflect upon the procedures and event and alter the individual child's personalised distress management plan if appropriate.

As a RRS (Rights Respecting School – UNICEF) this upholds the following articles from the UNCRC (United Nations Convention on the Rights of the Child):

Article 3 The best interests of the child must be as top priority in all actions concerning children.