

# **Select Childcare**

## **Lost Child Procedure**

The care of your child is paramount and adequate supervision

is always maintained, both in and out of the home; however, should a child become lost whilst in my care the following will happen:

I will call for the child and make a thorough search of the immediate area.

I will raise the alarm to all around me, and enlist the help of others to look for the child.

If it is a secure area such as a shopping centre, I will quickly alert the security staff so they can seal off exits and monitor the situation on any CCTV.

I will alert the emergency services and provide a full description of the child.

I will make sure the parents of the missing child aware of the situation.

I will reassure the other children in my care, and contact their parents/carers to collect them.

I will stay as long as possible, following the advice of the emergency services.

I will record the incident appropriately, and inform Ofsted and my insurance company.

If you have any concerns I will be happy to meet and discuss them with you.

Childminder's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Review date: \_\_\_\_\_