



**WEST YORKSHIRE
POLICE**

Leeds Safeguarding

Leeds Safeguarding

Elland Road Police Station
Elland Road
Beeston
Leeds
LS11 8BU

Telephone: 0113 3859576

Leeds.Safeguarding@westyorkshire.pnn.police.uk

Call your local Police on 101 (non-emergency)

Always dial 999 in an emergency

Dealing with missing children

Dear Parent / Carer / Guardian

Within Leeds District the Police deal with an enormous amount of missing children every week. Every incident is distressing and traumatic for the family involved.

The police are asking if you could help reduce the number of missing children by ensuring that when your child's friend stays overnight at your home address, you have personally spoken to the friend's parent/carer/Guardian to ensure they know where their child is staying.

We want to keep young people safe and avoid the upset of having officers attending at your address in the early hours to find a young person who has been reported missing. Young people do not always tell their parents where they are staying, they may have said they have permission when in fact they don't.

West Yorkshire Police would like you to assist in being vigilant and responsible, helping to reduce the number of missing children with just one short phone call to the child's carer to ensure everyone is aware.

Should you need to report a missing person, please contact 101.

On behalf of West Yorkshire Police I would like to thank you for your assistance with this and let us all work together to keep your children safe.

Yours faithfully

DS 2348 Carol Symon
Leeds Safeguarding
West Yorkshire Police

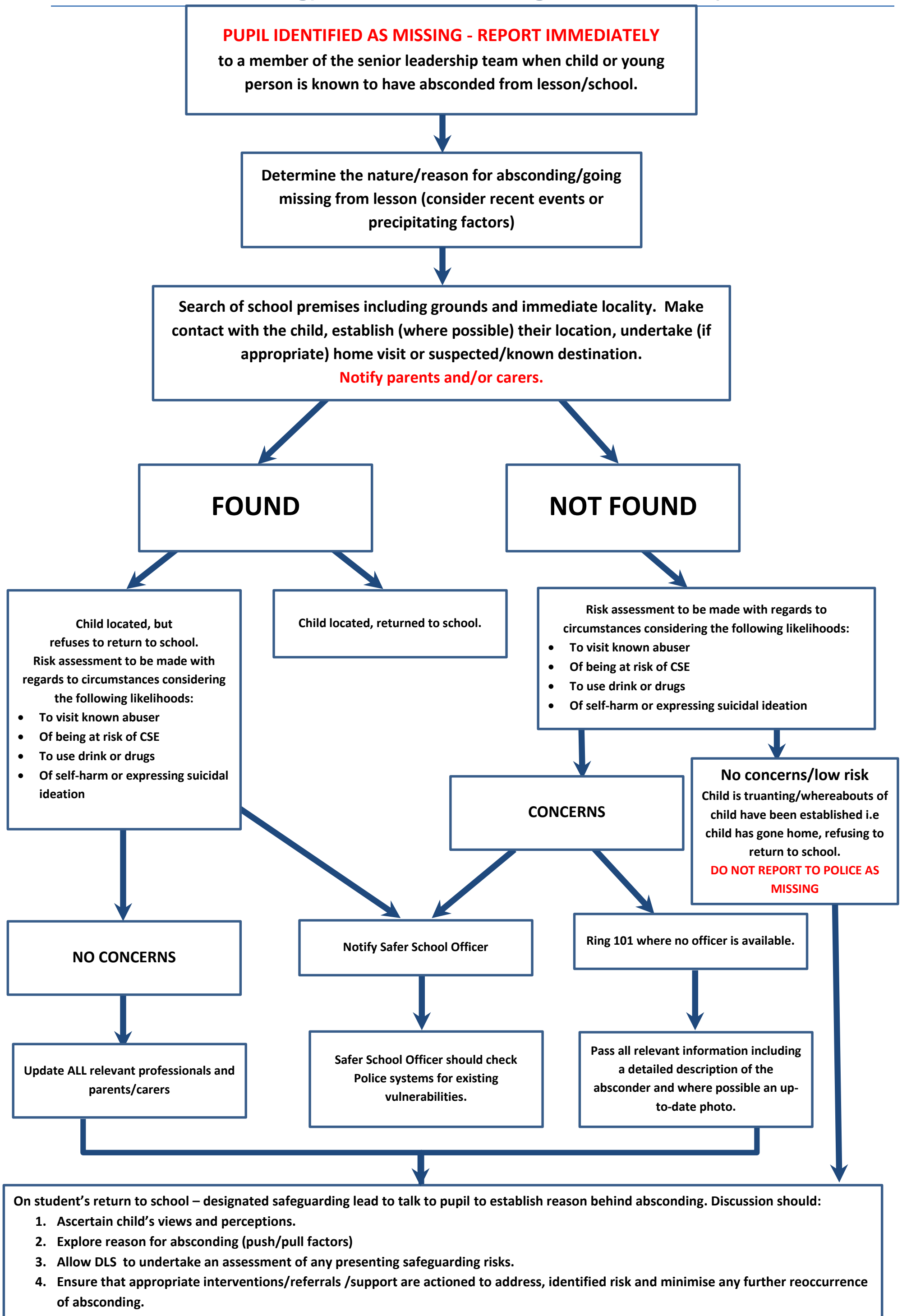


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Leeds
CITY COUNCIL

Referral pathway for reporting children and young people missing/absconded during the school day



PUPIL IDENTIFIED AS MISSING - REPORT IMMEDIATELY
to a member of the senior leadership team when child or young person is known to have absconded from lesson/school.

Determine the nature/reason for absconding/going missing from lesson (consider recent events or precipitating factors)

Search of school premises including grounds and immediate locality. Make contact with the child, establish (where possible) their location, undertake (if appropriate) home visit or suspected/known destination.
Notify parents and/or carers.

FOUND

NOT FOUND

Child located, but refuses to return to school.
Risk assessment to be made with regards to circumstances considering the following likelihoods:
• To visit known abuser
• Of being at risk of CSE
• To use drink or drugs
• Of self-harm or expressing suicidal ideation

Child located, returned to school.

Risk assessment to be made with regards to circumstances considering the following likelihoods:
• To visit known abuser
• Of being at risk of CSE
• To use drink or drugs
• Of self-harm or expressing suicidal ideation

NO CONCERNS

CONCERNS

No concerns/low risk
Child is truanting/whereabouts of child have been established i.e child has gone home, refusing to return to school.
DO NOT REPORT TO POLICE AS MISSING

Update ALL relevant professionals and parents/carers

Notify Safer School Officer

Ring 101 where no officer is available.

Safer School Officer should check Police systems for existing vulnerabilities.

Pass all relevant information including a detailed description of the absconder and where possible an up-to-date photo.

On student's return to school – designated safeguarding lead to talk to pupil to establish reason behind absconding. Discussion should:

1. Ascertain child's views and perceptions.
2. Explore reason for absconding (push/pull factors)
3. Allow DLS to undertake an assessment of any presenting safeguarding risks.
4. Ensure that appropriate interventions/referrals /support are actioned to address, identified risk and minimise any further reoccurrence of absconding.