

Mountjoy School

Protocol

Children who move out of the area / missing children

<i>Date reviewed</i>	<i>Changes made</i>	<i>Date of next review</i>
September 2015		October 2016
March 17		

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March 17



Reviewed by Pupil Welfare and Curriculum Committee: 18 November 2014

Adopted by Full Governing Body: 4 December 2014

Date of first review: September 2015

Date of next review: March 18

Signed: Date

Chair of Governors

Date

Children who move out of the area / missing children

March 17

All pupils are entitled to a full-time education, which is suitable to their age, ability, aptitude and special educational needs. Children missing education are at a significant risk of underachieving, being victims of abuse and becoming NEET (not in education, employment or training) later in life.

It is important that we continue to work closely with locality teams, education social workers and social workers to ensure all children are attending school and we are in contact with their families.

If we are concerned about a child's attendance and not able to contact the family, and they are believed to have left the area without notification from the parents, the school must:

- try to make telephone contact;
- write to the known home address;
- make informal enquiries to relations or friends of the child and refer to the Education Social Worker.
- If the area is known where the child has gone to, a tracer will be sent.

On receipt of such a referral, the Education Social Worker will complete checks to locate the child.

If you have any Child Protection concerns about the child, you should follow the Child Protection Procedures and contact the Education Social Worker **immediately**.

This protocol must be read in conjunction with Department for Education Statutory Guidance – November 2013 - "Children Missing Education".