

Uncollected Children

In the event that a child is not collected by an authorized adult at the end of a session the setting puts into practice agreed procedures. These ensure the child is cared for by two experienced and qualified practitioners who are known to the child. We will ensure that the child receives a high standard of care in order to cause as little distress as possible.

When starting at the setting parents are asked to provide information on the registration form of the persons authorized to collect their child and their contact details. Information about any person who does not have legal access to the child should also be provided. A password system can be put in place if necessary.

On occasions when parents are aware that they will not be at home or in their usual place of work and cannot be contacted by a mobile number they should inform us how they can be contacted.

If a child is not collected at the end of the session, the child's file will be checked for any information about changes to the normal collection routine and all reasonable attempts will be made to contact the parents or the adults who are authorized by the parents to collect their child. The child will not be allowed to leave the premises with anyone other than those named on the Registration Form without the parent's consent.

If no-one collects the child after one hour, and no-one can be contacted to collect the child, we will contact our local authority children's social services care team.

Whilst at the setting the child stays in the care of two fully vetted members of staff. Staffs are not able to go to look for the parent or to take the child home with them.