

Manchester and North West Disability Swimming Club

Missing Child Policy

(as seen in Wavepower 2020/23, Section 2.4, page 100)

If a child leaves the club training session where the coach does not know their location during the time of the session and where it is not confirmed that the parent/carer is aware of their location, the following actions should be taken.

1. Ensure the other young people in your care are looked after appropriately, while you organise a search for the young person concerned.
2. Inform the young person's parents/carers if they are present at the session.
3. After a preliminary search has been taken, nominate an appropriate person to telephone the parents/carers if they are not present and advise them of the concern. Reassure them you are doing all you can to locate their child.
4. Either the parent/carer or the club should try to contact the child on their mobile phone.
5. Organise all available responsible adults to search specific areas. It is best to take a short time to organise the search properly so that all places are searched fully.
6. Search the area in which the child has gone missing including changing rooms, toilets, public and private areas and the grounds.
7. Request all those searching report back to you or a nominated adult at a specific point. Record who searched which areas.
8. This nominated person should also be making a note of the events, including detailing a physical description of the young person including approx. height, build, hair and eye colour as well as clothing the child was wearing and where the child was last seen, as this will be required by the police.
9. If the search is unsuccessful you should then report the concern to the police. A report should go to the police no later than 30 minutes after the child's disappearance is noted, even if the search is not complete.
10. If the police recommend further action before they get involved; follow their guidance.
11. If the police act upon the concern be guided by them in any further actions to take.
12. At any stage, if the young person is located ensure that you inform all adults involved including the parents/carers, searchers and police if by then involved.
13. Refer the concern as soon as possible to the Swim England Child Safeguarding Team.