

## Young People Missing from Home Process Flowchart

### **Identify child/young person is missing**

Parents/carer/responsible adult identify time by which child should be at the address  
Parents/carer/responsible adult should make enquiries to locate the missing young person with relatives/friends  
This should include searches of the residence and local areas if the child or young person is not located



### **Report to Police**

Parents/carer/responsible adult should telephone Police with details of the missing person  
  
Details required: young person's name/DoB/where, when and who missing with?/what young person was last wearing/description of young person/recent photo/medical history/time and location last seen/circumstances of going missing/details of friends and associates/legal status



### **Officers' conduct a risk assessment forming the basis for resulting proportionate actions**

Enquiries are then on-going  
  
Sharing of information between the Police, parents and other agencies as appropriate



### **Young Person is located or returns to home address**

When a missing child is located by family or friends etc, it is their responsibility to return the child to the home address  
  
Where a risk is present, a Police Officer may accompany the family or the Police may be requested to collect and return the young person to the place of residence only if it is safe to do so. Parents must inform the Police when a young person returns of their own accord



**The Police should contact an interview known as a Safe and Well check** to establish the young person's wellbeing and safety, and to establish whether they were the victim of crime or abuse whilst missing.

**If warranted, Police should refer young person to Children's Safeguarding via normal safeguarding channels by means of a child concern notification**



**Children's Safeguarding with concerns to refer for a CAF Assessment and return interview**  
Information should be established from interview to support assessment of need, to be carried out using the CAF. Lead Professional to be appointed. Information from return interview to be shared with Police where relevant



**Young person offered relevant support by either statutory or voluntary services depending on what is available in the local area; CAF to be updated regularly.**  
**In some cases, specialist assessment may be required should it appear that the young person has complex needs.**  
**In the event of child protection issues, referral must be made to Children's Safeguarding for Section 47 Enquiry**