

**Frampton Farm Missing Person Policies**



## Frampton Farm Missing Persons Policy

Frampton Farm takes the safety of our students and visitors seriously and no young person should be left unsupervised unless they are using the toilets.

This policy lays out how we will deal with the unlikely event of a person should go missing whilst in our care.

- A register will be taken at the start of everyday. This register will remain in the designated safe place by the supervisor for the day.
- Upon discovering a person missing on the farm, all available staff & volunteers should do an immediate search of all farm buildings, all fields and if necessary. If they cannot be found in these places then the paths / roads outside of the farm should also be checked.
- If a student is known to be an absconder this should be recorded on the referral form, support plan and risk assessment. All staff and volunteers should be made aware of this.
- Staff and volunteers should ensure they have walkie talkies on them throughout the search, to enable them to remain in communication with others.

If after checking you are unable to locate the missing person within 15 minutes the supervisor should:

- Call 101 to notify the police, giving them as much information about the person, including what they are wearing, their age, height and any other distinguishing things you are aware of.
- Telephone the parent or carer to notify them that the person is missing. Try to stay calm and reassure them you have notified the police and have people searching.
- All available staff are to go back and look over the same areas again, staying in constant contact with each other.
- Do not leave other students unsafely unsupervised.
- The supervisor should remain on the farm and contactable at all times, passing a mobile number to the policy if they continue to search the farm grounds.
- Following the incident ensure all relevant documents are completed.
- Arrange a meeting with all relevant staff, volunteers, referrer and parents to discuss what happened. Together create a plan to ensure this never happens again. Document the plan and add to the student's risk assessment.

This policy will be update annually or sooner if needed. Last updated 01.09.23