



# Children Missing from Education Policy

## Broadmayne First School

Approved by:  
Governing Body

Date: March 2023

Last reviewed on: March 2023

Next review due  
by: March 2025

## Definition of Children Missing Education

In 'Children Missing Education - Statutory Guidance for Local Authorities' (2016), children missing education are defined as those who are not on a school roll or receiving suitable education otherwise than at school. Those who are regularly absent or have missed 10 school days or more without permission may be at risk of becoming 'children missing education'.

There will not always be a safeguarding concern for children and young people who are missing education. Most children and young people are moving schools supported by their parents/carers, schools and local authority admissions services. A smaller number, however, are at risk of dropping out or disengaging from education and, being out of school, they are at risk of exploitation, going missing and significant harm.

A child going missing from education, particularly repeatedly, can be a warning sign of a range of safeguarding issues. This might include abuse or neglect, such as sexual abuse or exploitation or child criminal exploitation, or issues such as mental health problems, substance abuse, radicalisation, FGM or forced marriage.

There are many circumstances where a child may become missing from education, but some children are particularly at risk. These include children who:

- Are at risk of harm or neglect
- Are at risk of forced marriage or FGM
- Come from Gypsy, Roma, or Traveller families
- Come from the families of service personnel
- Go missing or run away from home or care
- Are supervised by the youth justice system
- Cease to attend a school
- Come from new migrant families

We will follow our procedures for unauthorised absence, including our Ring Back Policy, and our other procedures for dealing with children who go missing from education, particularly on repeat occasions, to help identify the risk of abuse and neglect, including sexual exploitation, and to help prevent the risks of going missing in future. This includes informing the local authority if a child leaves the school without a new school being named, and adhering to requirements with respect to sharing information with the local authority, when applicable, when removing a child's name from the admission register at non-standard transition points.

Staff will be trained in signs to look out for and the individual triggers to be aware of when considering the risks of potential safeguarding concerns which may be related to being missing, such as travelling to conflict zones, FGM and forced marriage.

If a staff member suspects that a child is suffering from harm or neglect, we will follow local child protection procedures, including with respect to making reasonable enquiries. We will make an immediate referral to the local authority

children's social care team, and the police, if the child is suffering or likely to suffer from harm, or in immediate danger.

### **Transfer of information when a pupil changes school**

The Education (Pupil Information) (England) Regulations 2000 (SI 2000/297) (as amended by SI 2001 /1212 and SI 2002/1680) governs the transfer of information between schools.

- Regulation 10(3) states that 'The headteacher of the pupil's old school shall send the information within fifteen school days of the pupil's ceasing to be registered at the school'. However
- Regulation 10 ( 4) states that 'This regulation does not apply where it is not reasonably practicable for the headteacher of the old school to ascertain the pupil's new school or where the pupil was registered at his old school for less than four weeks'.

Changes to the Children Missing Education statutory regulations in September 2016 require that all schools must now report all starters and leavers to the local authority. This includes starters, no shows, and leavers that are outside of normal transition rounds, following the local authority's processes.

March 2023