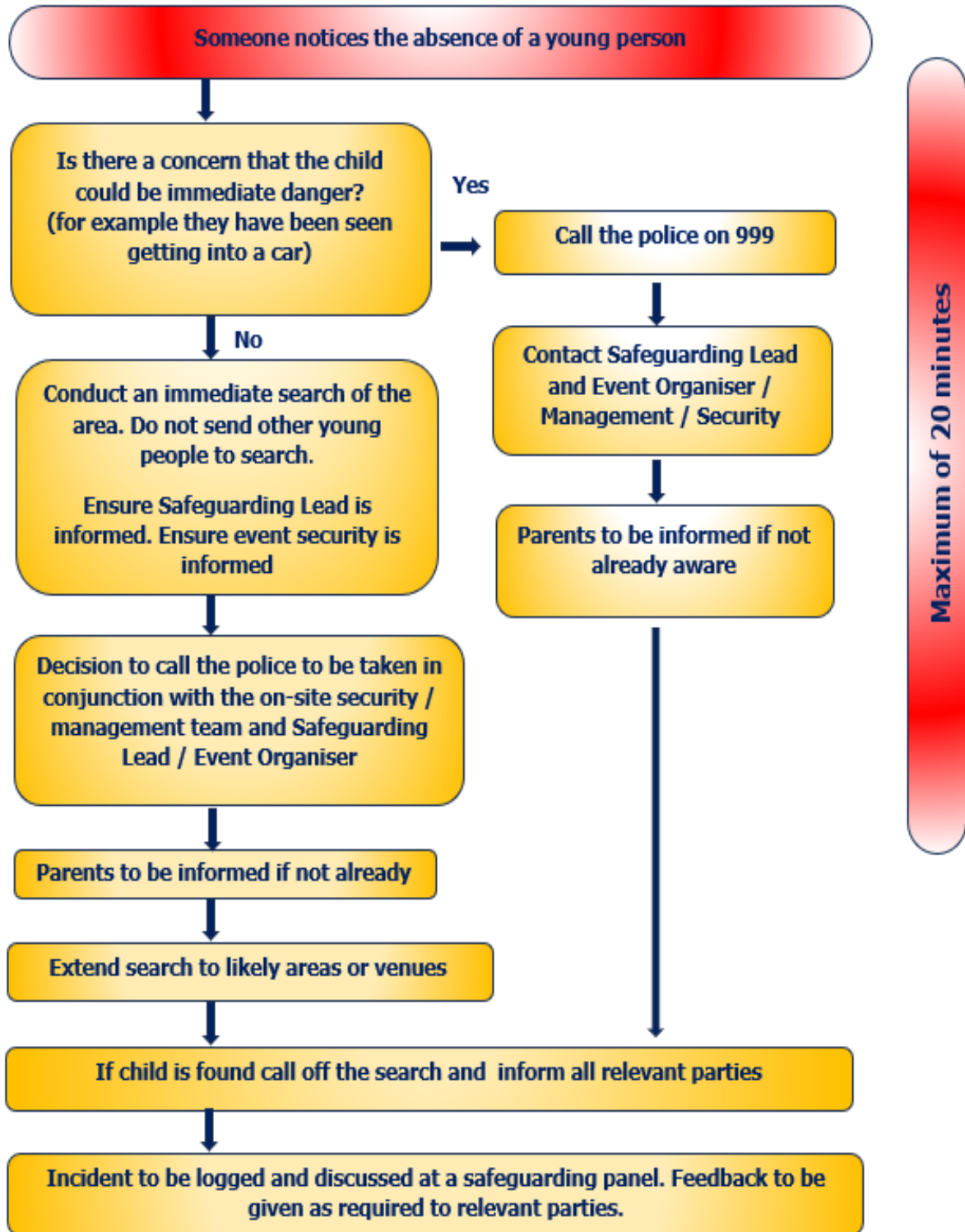


Appendix 8 - Guidance on Missing Children and Young People at Sports Events



The following guidelines are recommended should a child, for whom you or your club has responsibility, go missing whilst in your care:

If a child / young person goes missing during an event, the club or organisation will apply the following procedure.

**Notes:** The term child and young person describes any person under the age of 18

- Ensure other young people in your care are supervised appropriately while a search for the child concerned is organised and conducted.
- Arrange for other available adults to conduct a search of the surrounding area and for them to report back within an agreed short amount of time at a specified location.
- Inform the child's parents of the concern and reassure them that the appropriate actions are being taken.
- Record the circumstances in which the child has gone missing and where he/she was last seen and create a physical description of the child / children including their hair and eye colour, approximate height and build and clothing they were wearing / use photographic I.D. given if available.
- Report the concern to the police if the search is unsuccessful and no later than 20 minutes after the initial missing person report if the search is not complete.
- Follow the recommended guidance from the police and maintain contact with the police. Ensure the designated safeguarding officer present is informed of the incident.
- At any stage the missing child is located ensure all adults are updated, including the child's
- Parents', searchers and police.

**In an emergency, where a young person is in immediate risk of harm,  
call 999**

## **Appendix 11 – Lost and Found Child Form**

**SLSA Wales Child Safeguarding Policy 2023 - Version controlled V8 - 08/09/2023**