



Children Missing in Education

All children, regardless of their circumstances, are entitled to an efficient, full time education which is suitable to their age, ability, aptitude and any special educational needs they may have.

Children at Risk of Going Missing From Education

There is general agreement that some children who have experienced certain life events are more at risk of going missing from education. These include:

- young people who have committed offences
- children living in women's refuges
- children of homeless families perhaps living in temporary accommodation, house of multiple occupancy or Bed and Breakfast
- young runaways
- children with long term medical or emotional problems
- unaccompanied asylum seekers and refugees or children of asylum seeking families
- looked after children
- children with a Gypsy/Traveller background
- young carers
- children from transient families
- teenage mothers
- children who are permanently excluded from school

What can be done:

- Checks with the pupil's friends, siblings, and known relatives at the school and other schools
- Telephone calls to any numbers held in the school records
- A visit to the last known address

When making a referral, information required may be:-

- Name of the child
- DOB
- Last known address and outcome of home visit
- Names of Parents or carers
- Names of any known siblings
- Details of the child's attendance
- Any information you may have gathered regarding the child's whereabouts. This may be very vague information gathered from the wider school community eg "we have heard they have moved to the other side of Leicester" "they have moved to Blackpool" etc

*If
you have concerns regarding the child's safety or welfare
Or
you believe that the child may be the victim of a crime
Or
the child is the subject of a Child Protection Plan*

...Child Protection Procedures should be followed immediately

Families who are Emigrating

If you are informed by a family that they are moving abroad and do not intend to return, the case needs to be referred to the Educational Welfare Officer as checks need to be made before the child can be deleted from the school roll. These checks usually include obtaining flight details and a destination address. In addition, if you have wider concerns about the welfare or safety of the child, child protection procedures should be followed.

In cases where the parents/carers are still resident in the authority but advise their child/ren are living elsewhere, under no circumstance should a child be removed from roll without establishing their whereabouts or making a referral to the Education Social Work Service. Parent/carer should be asked to provide the name, address, telephone number of the person/s with whom the child/ren are now living. If parent/carer does not give the information child protection procedures should be followed immediately.

Online referral form:

https://my.leicester.gov.uk/AchieveForms/?mode=fill&form_uri=sandbox-publish://AF-Process-9078dd7b-9424-4205-a232-be6041f6e10d/AF-Stage-e08f28ff-336f-4911-ab41-8cc5c21651ec/definition.json&process=1&process_uri=sandbox-processes://AF-Process-9078dd7b-9424-4205-a232-be6041f6e10d&process_id=AF-Process-9078dd7b-9424-4205-a232-be6041f6e10d

If a member of staff at Rowlatts Hill Primary Academy has a concern around a child missing in education:

1. Inform a DSL and office
2. DSL to follow lines of investigation outlined above
3. DSL to consider completing LA online referral form