

# **Absconding policy**

## **St Peter's C of E Primary School**



### **Vision Statement**

#### **'Faith, Family, Future'**

Jesus built his church upon the strength of St Peter – who was his rock. At St Peter's, we provide a solid foundation on which our community thrives through our rich, aspirational curriculum. As a family, we nurture and unlock individual potential through mutual love and respect; enabling all to flourish now and in the future.

**'Each of you should use whatever gift you have received to serve others'**

**1 Peter 4 v10**

Adopted January 2023

Next Review January 2025

Once a pupil has arrived at St Peter's they are to remain on the premises unless authorised to leave with a parent/carer, taxi escort, or staff.

A pupil absconding from the site, for whatever reason, is deemed as a serious risk. If a pupil does leave the site, without permission, the following procedure will be carried out by School Staff:

1. Staff will NOT CHASE PUPILS, as this could lead to pupils wandering further or cause a traffic accident. A member of staff should follow the pupil at a distance so as to observe how they leave the site and to keep an eye on where they are going. A member of staff should be sent to inform the Headteacher (or Assistant Headteacher in her absence).
2. A member of SLT will contact police on 999 to notify child leaving site. Parents must also be informed.
3. Pupils should be brought back to school the same day if possible, for the parent/carer, child and Headteacher (or Assistant headteacher in her absence) to discuss the issues and any consequences. Future action may be discussed and agreed.
4. Staff who witnessed the incident must complete an incident report and pass it on to the headteacher.
5. If the pupil leaves the site a second time, the headteacher and SENCO will consult with the pupil's parent/carer to discuss the level of presenting risk. The headteacher may also impose a fixed term exclusion.

**IF A CHILD IS DISCOVERED MISSING, BUT NOT ACTUALLY SEEN LEAVING THE BUILDING. A MEMBER OF STAFF SHOULD SEARCH THE BUILDING AND LOCAL AREA, WHILE ANOTHER MEMBER OS STAFF INFORMS A MEMBER OF THE SLT. THE PROCEDURE WILL THEN BE THE SAME AS ABOVE.**

**WHERE STAFF DO LEAVE THE SCHOOL SITE TO LOOK FOR A CHILD, WHERE POSSIBLE THEY SHOULD TAKE A MOBILE PHONE.**