



**Long Toft Primary School**

**February 2017**

## Absconding Policy

We actively work to provide a secure, safe environment in a school where children want to come to enjoy learning with others as part of a caring community.

### **Roles and Responsibilities:**

- a) The head teacher is responsible for all decisions made when a child absconds from school.
- b) The class teacher or the teaching assistant is responsible for caring for the child (until the child leaves the premises). They will be responsible for seeking additional help if this is felt necessary.
- c) Parents/carers of pupils are responsible for supporting the work of the school. They are responsible for encouraging their children to keep to all school procedures and policies.
- d) Once school has informed the parents that their child has absconded, parents and carers are responsible for actively supporting the school with the subsequent procedures and actions. This could include coming to school to help secure the safety of the child, working with the school to agree subsequent actions.

### **Procedures**

If a pupil is suspected of leaving the school building or site without permission:

1. The member of staff will alert the office or headteacher
  
2. The pupil will be monitored from a distance using CCTV or a member of staff, where appropriate, will use de-escalation strategies to support the child to return from the school grounds to a safe place.
  
3. If the pupil leaves the premises, the school will contact the pupil's parent to inform them and call the police. Staff will not chase the pupil as this could put the child in further danger by driving them further from safety or onto the busy road in front of the school. However, professional judgement will be deployed and consideration given to the age of the child, the given situation and the relationship between the child and adult.