

Millbrook Primary School



Child Missing in Education Policy

Creation & Review

Author(s)	SLT
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Next Review Date	September 2024

This Policy applies to all year groups at Millbrook Primary School including EYFS and is based on Hertfordshire compulsory Procedures. It works in conjunction with the Child Protection Policy (Safeguarding Policy) and the Attendance Policy.

Introduction

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 missing education are children of compulsory school age who are not registered pupils at a school and are not receiving suitable education elsewhere. (e.g., registered as home Educated). Children missing education are at significant risk of underachieving, being victims of harm, child sexual exploitation or radicalisation, and becoming NEET (not in education, employment or training) later in life. Therefore at Millbrook Primary School, we take attendance very seriously.

Children may not be attending or may leave school for a number of reasons, but if they are still of compulsory school age, then parents, schools and local authorities have a responsibility to ensure the continuity of their education.

Millbrook Primary School in conjunction with Hertfordshire and government guidelines have clear & robust procedures in order to ensure that no child is missing from Education.

We consider a child to be at risk of being missing from education if they are not enrolled at a school or there is an extended absence.

Therefore:

- The school will contact the parent or carer of any child who has an unauthorised absence.
- If a child has a repeated number of unauthorised absences, the parents or carers will be asked to visit the school and discuss the problem.
- If the situation does not improve, the school may do a home visit and/or contact the Local Authority, who will visit the home and seek to ensure that the parents or carers understand the seriousness of the situation.

School have a legal duty to inform Herts County Council if:

- A child is absent for following on from a period of approved leave
- A child fails to attend school regularly
- We are informed that the child has left Millbrook and the next school is not known. We will continue to follow this up until we have an address and contact details of a new school.

When we remove a child from our registers we will always inform the local authority

Particularly Vulnerable groups include:

- looked after children
- children living in women's refuges
- young runaways
- children of homeless families, perhaps living in temporary accommodation
- children with long term medical or emotional problems
- unaccompanied asylum seekers
- children of refugees or asylum-seeking families
- children in new immigrant families not yet established in the UK
- children from a Gypsy, Roma or Traveller background
- children who are privately fostered
- young carers
- children from transient families
- teenage mothers
- young offenders
- children permanently excluded from school

Children missing from education are at greater risk of:

- physical harm
- sexual exploitation
- becoming involved in crime
- demonstrating anti-social behaviour
- abusing drugs and alcohol
- being illegally employed
- radicalisation

It is vital therefore that the authority, schools and other agencies work closely together to help safeguard children who may be missing from education. At Millbrook we are committed to this.

Referral process for children believed to be missing from education

The referral procedure for children believed to be missing from education will be followed if we believe that a child is may be missing from education.

We will contact the CME Officer for advice and follow procedures provided by Herts County Council

Following this procedure will enable the local authority to meet its statutory duties relating to the identification of children missing education, safeguarding their welfare and protecting their entitlement to education.

