

Policy- Failure to collect Child

To avoid any miscommunication, I will work in good partnership with the parents. This may make this event more unlikely to happen. With good communication we will both know what's going on and at what time. I would expect the parents to stick to the times agreed, or if that doesn't suit them then change the times with me. As my first responsibility as a child-minder is the safety and duty of care to the child, I understand that I may come across the situation where a child is uncollected and therefore I have a policy in place.

If the child has been uncollected for 15 minutes then I will try and contact the parent first of all. It may be that they are in traffic, or a good reason behind it. If the parents are not responding to this, then I will then contact the emergency details that I have been given. At this point the child may be wondering what is happening, or may be feeling a bit scared or unhappy, therefore I will remain calm and keep reassuring the child everything is ok and someone will be able to pick you up very soon.

If after an hour I have had no response, and the child is still uncollected, then I will inform the 'Gloucestershire Safeguarding Children's Board.' Here I will ask for further advice on what to do. I will also have to inform Ofsted.

I understand that I have to comply with any requirements that have been set out by the parent as to who is and isn't allowed to collect the child. I can abide by those requirements to a certain limit, however I cannot stop anyone with parental responsibilities to collect the child. If I had any urgent queries or issues I would ring the parent to let them know what was going on, and then if further assistance was required then I would ring Ofsted. If I had any suspicions or worries over anyone with the parental responsibility that is picking the child up, I would again ring Ofsted for instant back up or help.

If someone comes to pick them up but they are not on the list to be allowed to pick that child up I will not let them go to them. If you have an emergency and you wish for someone else to collect the child who is not on the list, I will expect a phone call from yourself, to tell me this, a description of the person, and to set up a password that I will expect to hear of the other person when they arrive as well.