

**Norman Court Montessori CIC
Child No Show Policy**

Statutory Guidance

Local Safeguarding Children's Board website www.4lscb.org.uk

Services for Young Children Website www.hants.gov.uk/childcare

Keeping Children Safe in Education:

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/550511/Keeping_children_s
afe_in_education.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/550511/Keeping_children_safe_in_education.pdf)

Statutory Framework for EYFS (2017):

http://www.foundationyears.org.uk/files/2017/03/EYFS_STATUTORY_FRAMEWORK_2017.pdf

Working Together to Safeguard Children 2015 – OFSTED

What to do if you're worried a child is being abused (2015):

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you
_re_worried_a_child_is_being_abused.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419604/What_to_do_if_you_re_worried_a_child_is_being_abused.pdf)

Norman Court Montessori CIC recognises its legal and ethical duty to promote the safety of all pupils and protect them from harm. We agree that we have a primary responsibility for the care, welfare and safety of the pupils in our charge, and we will carry out this duty through our teaching and learning and pastoral care.

All members of staff (including volunteers and governors) will at all times act pro-actively in child welfare matters. Where any member of staff fails to act in accordance with this policy, this may be dealt with as a disciplinary matter.

At Norman Court Montessori CIC the child's wellbeing is our top priority. In the event of a child no show the following steps are to be taken;

- Setting Manager or Lead in their absence will need to contact the named parent/guardian named to check the child's welfare. If the parent/guardian is able to provide reasonable information regarding the child's whereabouts the child will be removed from the daily register.
- If the parent/guardian cannot be contacted or the parents do not know of the child's whereabouts the Designated Safeguarding Lead (or in their absence the Deputy Safeguarding Practitioner) must be informed. The DSL will attempt to make contact with the family to confirm a child's whereabouts. If required, the DSL will make contact Children's Services and the Police.