

Missing children and young people at sports events

If a child goes missing during an event, the organisation will apply the following procedure:

- Ensure that all other children continue to be supervised appropriately while a search for the child concerned is carried out.
- Organise the remaining available responsible adults to conduct a search of the surrounding area allocating each individual to a specific area. Request all those searching report back within a short time, dependent on the size of the area being searched.
- If the child cannot be found after a search of the immediate surroundings, contact the child's parents to advise them of the concern and reassure them that everything is being done to locate the child.
- Make a note of the circumstances in which the child has gone missing and where he/she was last seen and prepare a detailed physical description of the child, to include their hair and eye colour, approximate height and build and clothing he/she was wearing, as this will be required by the police.
- Report the concern to the police if the search is unsuccessful and no later than 20 minutes after the initial missing person report if the search is ongoing.
- Follow police guidance if further action is recommended and maintain close contact with the police.
- Report the incident to the designated safeguarding officer.
- Ensure that you inform all adults involved including the parents, searchers and police if at any stage the child is located.

Ensure that a Missing/Found child form is completed at the earliest convenience. These can be located in your BEF Toolkit and on the BEF website.

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