**Lost or missing child/participant policy.**

Tribal Animals Forest School has the safety of students as utmost priority. To ensure students do not get lost/go missing, this policy states that:

* All students will have 1:1 supervision
* Forest School leaders and supporting staff will remain vigilant and trained in managing vulnerable students
* Tribal Animals Forest School is enclosed and the exit is controlled by a pathway and gate
* On arrival, a listening and visual check will be carried out to ensure no one else is present in the woodland
* Forest School leaders and supporting staff will have access to a mobile phone at all times
* Staff and students are vigilant to strangers and people unknown to the staff
* All students briefed at start of each session to not wander off and to stay within boundaries at all times
* First aid kit is readily available

In the event that a student should become separated, get lost or go missing in the woods or whilst attending Forest School; the following policy/procedure will be adhered to:

* There will be an immediate assessment of the last known sighting and any possible places the child might be.
* Once a search of the immediate area of the last known sighting has been made, a wiider search and call will then be organised by as many staff as possible ensuring other children are properly supervised. Children should not be involved in the wider search.
* The member of staff should take a mobile phone so they can contact other staff at any point in the search.
* If the child is not located after an extensive search and within 15 minutes of the initial search, FSL will contact the police in liaison with the Forest School Leaders
* Parents/carers will then be contacted by telephone to inform them of the situation.
* The search should meanwhile continue in the woods and neighbouring properties.
* Once the child is found, FSL should be alerted immediately. FSL will then contact anyone who has been notified of the missing child that the child has now been found; contacting parents must take priority if they have been contacted previously, followed by police, neighbouring properties etc.
* Should the child not be found, the search should continue until the police arrive. After which the advice that is given by the police or other relevant authority will be followed.