

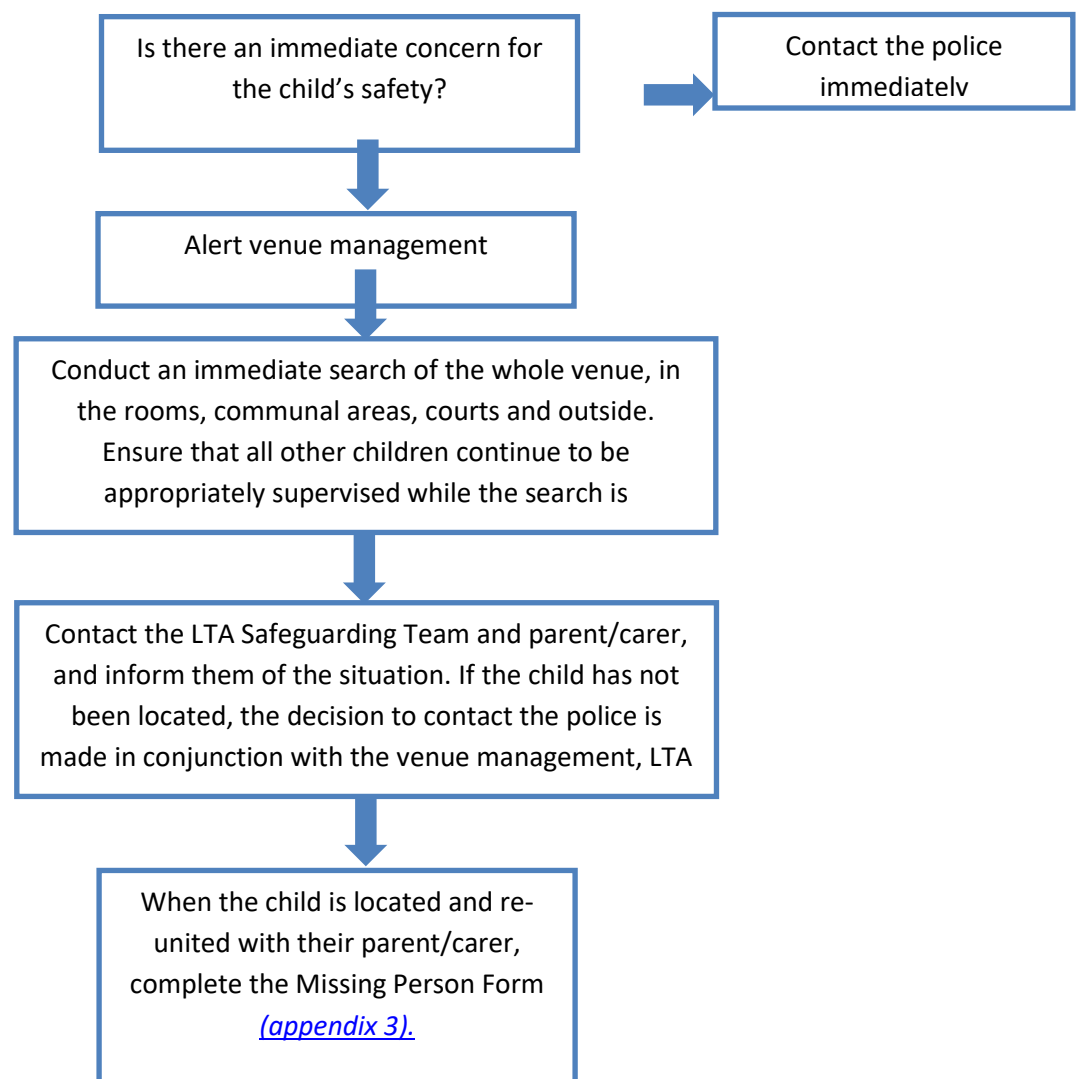
## Aberaeron Sports Club

### LTA Missing Child Guidance

#### Missing players

Children do sometimes go missing during events. It is therefore essential that event organisers have procedures in place to provide clear guidance on how staff and volunteers should respond in these circumstances.

When a child is reported missing, you should generally allow a maximum of 20 minutes before calling the police.



## Missing child form

### Details of the lost/missing child

Name	
Date of birth	
Hair colour	
Eye colour	
Description of clothing	
Ethnicity	
Time and place last seen	
Time event staff informed	

### Details of the parent, guardian or carer

Name		
Contact details	Phone: Mobile:	Email:
Address		

### Action taken

### Time

Action taken	Time
Event staff informed	
Police informed	
Other	

### Reunification with child

Time found	
Location found	
Visible injuries?	
Other relevant information	

## Finding a child

### Details of the found child

Name	
Date of birth	
Hair colour	
Eye colour	
Description of clothing	
Ethnicity	
Any medical requirements?	
Visible injuries?	
Other relevant information	

### Details of the Adult handing the child or young person over to Event Staff

Name		
Contact details	Phone: Mobile:	Email:
Address		

### Details of Event Staff responsible for the child or young person

Name of Event Staff	
Time child or young person handed to Event staff	

### Action taken

### Time

Event security informed		
Police informed		
Other		

### Details of the Adult collecting the child or young person

Name	
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Contact details	Phone: Mobile:	Email:
Address		
Relationship to child		
Identity document(s) checked		
Time reunited		

Reviewed 4 July 2023