

# **Mountjoy School**

## **Children Missing Education Protocol**

**January 2022**



**This is a Dorset Council Protocol**  
**Reviewed by: Senior Leadership Team**

**Date: March 2022**

**Date of next review: March 2023**

# Mountjoy School Protocol

## Children Missing Education/ Children who move out of the area

January 2022

All pupils are entitled to a full-time education, which is suitable to their age, ability, aptitude and special educational needs. Children missing education are at a significant risk of underachieving, being victims of abuse and becoming NEET (not in education, employment or training) later in life.

It is important that we continue to work closely with early help in locality teams, and social workers to ensure all children are attending school and we are in contact with their families.

If we are concerned about a child's attendance and not able to contact the family, and they are believed to have left the area without notification from the parents, the school must:

- try to make telephone contact;
- write to the known home address;
- make informal enquiries to relations or friends of the child and refer to the child's locality worker or the Team Manager Inclusion, Nicola Shoemark, West Education and Early Help, Dorset Council (01305 225704 - [nicola.shoemark@dorsetcouncil.gov.uk](mailto:nicola.shoemark@dorsetcouncil.gov.uk))
- If the area is known where the child has gone to, a tracer will be sent.

On receipt of such a referral, a member of the Inclusion Team will complete checks to locate the child.

If you have any Child Protection concerns about the child, you should follow the Child Protection Procedures **immediately**.

This protocol must be read in conjunction with Department for Education Statutory Guidance – September 2016 - "Children Missing Education".