

Procedure in the Event of a parent/Carer Failing to Collect a Child



Procedure to be followed in the event of a parent/carer failing to collect a child.

1. Parent/carer is to be contacted.
2. If a parent/carer is unable to be contacted then second emergency contact number will be informed.
3. The child will remain in the confines of the Playgroup under supervision until alternative arrangements can be made.
4. Should after two hours the child has still not been picked up and no contact has been made by the parent/carer the local police should be informed or Social Services.