

## ALTON COLLEGE NURSERY

### NON-COLLECTION OF CHILDREN POLICY

In the event that a child is not collected from the Nursery at their normal time, the following will happen.

The Manager/Deputy should endeavour to contact the contact numbers on the child's registration form. If unsuccessful and no parent/carer has got in contact the emergency contacts will be called. If unsuccessful with all it may be necessary to contact the police and Hampshire Safeguarding Children's Partnership (formally known as Children's services) \* .

At this point the child should be reassured and the key worker or Manager should remain with the child.

Advice should be taken from the assessment team on what should happen next.

\*Hampshire Safeguarding Children's Partnership 0300 555 1384

Reviewed:	May 2021
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