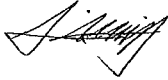
 <p>YMCA We build strong PEOPLE strong FAMILIES strong COMMUNITIES</p>	Management Area: CHILDRENS SERVICES	Pages: [02] Version No: [02] Date: [01/12/2009]
	Sub section (if applicable):	Signed: 
Policy Title: RUNAWAYS		Author: CHILDCARE TASKFORCE

1. Scope

- 1.1. Staff, management, families & children.

2. Policy Statement

- 2.1. We aim to provide an environment where all parents, staff and children feel safe and relaxed and which encourages cooperation and positive interactions between all persons.

3. Related Policies & Procedures/Guidance Notes

- 3.1. Duty of Care Policy
- 3.2. Administration Policy
- 3.3. Collecting Children: Missing Children Policy
- 3.4. Safeguarding Children and Young People Policy
- 3.5. Child Management Policy

4. Responsibilities & Delegations

- 4.1. The Childcare Taskforce is responsible for the review of this policy.
- 4.2. The Childcare staff & management are responsible for the implementation of this policy.
- 4.3. The families and children are responsible for the support of this policy.

5. Considerations


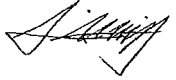
- 5.1. Q& A Principles.
- 5.2. National Standards.
- 5.3. Children's and Young Persons Act
- 5.4. Voluntary Code of Practice
- 5.5. United Nations Convention on the Rights of the Child.

6. Records Maintenance

- 6.1. This policy is to be reviewed annually.

PROCEDURES

- If the situation occurs that a child is outside the building and refuses to come in, a staff member has to talk to this child, to work out the problem and encourage the child to

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come inside. If this procedure is unsuccessful the staff member has to explain to the child what further steps will be taken.

- The next step is to call the Centre Manager and the child's parents and to explain the current situation. The staff member needs to ask the parents to come to the Centre and pick their child up.
- In the case where a child has left the premises of the YMCA Centre completely the child's parents and the Centre Manager need to be called. The decision to contact the local police becomes the responsibility of the child's parents in consultation with Staff.
- Staff members are not allowed to leave the main group of children to follow one child off the premises, because this would put the main group of children at risk.
- If a child is continually running away this behaviour will result in suspension from the Childcare Service for a period of time as decided by the Coordinator and the Centre Manager.

7. Version History

Version	Description of changes	Author	Effective Date
2	Review and update. New format	M. Rupnik	December 2009

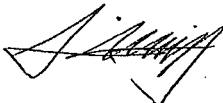
I endorse the Runaways Policy.

Name: *Maryann Rupnik*
 Childrens Services Program Manager

Signature: 

Date: 7 December 2009

Name: *Liam Whitley*
 Group Manager

Signature: 

Date: 7 December 2009