



Failure to Collect Policy

Policy Created: 4th June 2024

This policy will be reviewed on an annual basis. To be reviewed by June 2025

If you do not arrive to collect your child within 45 minutes of your scheduled collection time and I have had no contact from you, I will get in touch with your emergency contact(s).

If within 75 mins of your scheduled collection time without contact from you, and no one is available to collect the child I am obliged to contact the local authority children's services team and follow their advice accordingly.

I am unable to release a child from my home into the care of an adult I suspect is under the influence of drugs or alcohol. In this situation, I will follow my emergency contact procedures and if no one is available to collect the child I will contact the local authority MASH team (or equivalent) and follow their advice.