

CITY AND COUNTY OF SWANSEA CHILD AND FAMILY DIVISION

Review Meeting for Missing Children

TERMS OF REFERENCE

March 2018

1. PURPOSE

- To ensure that all children and young people who have gone missing within Swansea have had a return home interview and that consideration of their welfare and safety have been fully considered.
- To correlate that police and social services records of the children and young people reported missing are consistent and that both agencies are aware of all children who have been reported missing.
- To ensure that the threshold for intervention is fully considered and that children and young people who have gone missing are offered the right support at the right time from the right service.
- To ensure that any identified risks of child exploitation (including criminal and sexual) are responded to, including consideration of the identification of key places, networks and related incidents are reflected and considered for appropriate actions.

2. FUNCTIONS/RESPONSIBILITIES

- a) To review all children and young people who have been reported missing over the previous week and ensure that their circumstances are fully considered in line with the purpose of the meeting.
- b) **Identify harm** that may have occurred while the child was away
- c) To ensure that a contextual and holistic approach is taken when reviewing the circumstances of the young person going missing
- d) To identify any high risk children, young people, places or networks and for clear next steps
- e) **Help understand and address the reasons why a child has run away** such as abuse, neglect or exploitation, involvement in gangs or crime, use of alcohol or

drugs and to set clear actions for any responses, including who will take responsibility and timescales for these to be completed within.

- f) **Allow professionals to identify actions** they need to take to address and prevent further risks
- g) To identify and where possible attempt to resolve practice issues
- h) To identify any specific training or changes to ways of working and develop any necessary action logs or next steps as relevant

3. MEETING ARRANGEMENTS

Frequency: Weekly

Chair: Practice Lead for the Disruption of Child Exploitation or their line manager in their absence.

Business support: SQU – when needed

4. MEMBERSHIP

Core Members

- Practice Lead for Disruption of Child Exploitation
- Police – Public Protection Unit
- Barnardo's

Co-opted members

Relevant individuals to be co-opted as appropriate

Review date December 2019