

Procedure for an Unaccompanied Asylum Seeking Child under 18, who is missing

If the child turns 18 during this process then they will be closed and re-assessed for a service based on their entitlement if they return.

- Child missing reported to TVP;
- Strategy meeting undertaken within 24 hours with TVP and Key 2 /FC;
- 24-hour update from TVP;
- SW complete tasks identified in Strat;
- Part one meeting with allocated IRO to discuss case (within 7 days);
- 7-day update from TVP;
- Part two meeting with IRO (within 20 days);
- Statutory LAC visits to be recorded six weekly with updates by SW;
- Second strategy meeting at two months;
- Final discussion with IRO at 12 weeks (de-accommodation discussion);
- Missing episode completed and sent to MISPER panel;
- LAC case closure, chronology of events to ASCM for agreement and sign off;
- ASCM to complete hazard flag on front screen and case note that child is missing summarising events, actions being undertaken in terms of missing by police and agreed status and that the child would continue to be discussed at Misper Panel;
- SW completes LAC closure process and steps case down to a CIN plan;
- SW stays allocated till 18;
- Work within CIN work flow till 18.
- Step up to section 20 LAC /LC if returned and entitled. (age specific)