



Philomena Protocol

Information for carers and staff

What is the Philomena Protocol?

The Philomena Protocol focuses on the multi-agency response to children who are reported missing by carers. Any child in care who is at risk of going missing for any reason is encompassed within this protocol.

The basis of the scheme is for vital information to be collated, recorded and stored in a document that is easily accessible to assist with enquiries in the event a child in care goes missing.

The form is owned and updated by the carer and should be stored safely but be easily accessible in the event it is required.

When to complete the form

If a child in your care has a history of going missing or there are any concerns they may go missing complete the form and store safely. The form needs to be accessible at all times should the child go missing. Police only need to see the form in the event a child goes missing.

What should be included on the form?

As much detail as possible along with a current photograph. Consider listing places where the child frequents, who they associate with, what medication they take, what previous missing episodes there have been etc. The more detail the better. We all want the child to be returned as quickly and safely as possible.

What happens if the child goes missing?

As the carer you should complete all relevant and reasonable enquiries that you can yourself to try and trace the child/young person referring to the trigger plan and your own knowledge of that child. If you have been unable to locate the child you should contact the police by calling 101. Officers will then be deployed appropriately. Please note, if there is immediate concern for the child call 999 to report. You should continue to make efforts to locate them alongside the Police investigation and continue to liaise with officers in relation to what enquiries you have completed.

