

Return Home Interview

Practice Standards

These standards are in place in order to clarify expectations of Devon and Cornwall Police, The Provider Missing from Home Service and Torbay Council's Children's Services in the delivery of a quality independent return home interview service to children and young people who go missing in Torbay.

These standards do not apply to looked after children who are placed in Torbay by other local authorities. In such cases the responsible authority should ensure that plans are in place to respond promptly once the child is located.

These standards are supported by the legal and regulatory framework outlined below:

- Working Together 2015
- Statutory guidance on children who run away or go missing from home or care 2014
- South West Child Protection Procedures
- Torbay Missing Persons Protocol
- Ofsted Joint Targeted Area Inspection (JTAI) framework

Practice Standard 1: Pre Interview

	STANDARD	PERSON RESPONSIBLE	TIMESCALE
1.1	When a child or young person is found the police will update COMPACT which will generate an automated found notification to the Provider	Police	During officers shift when child/young person found (NB shifts are of a 10 hour duration)
1.2	On receipt of an automated found notification the child/young person should be contacted and offered a return interview	The Provider	Within 24 hours
1.3	For those accepting a return interview, these should be arranged so that they take place within 72 hours of the child returning to their home or care setting	The Provider	Within 72 hours

1.4	If a child/young person and their family remain un-contactable after 24 hours Children's Services must be notified, whilst attempts to contact continue.	The Provider	Within 24 hours
1.5	On receipt of notification above, Children's Services attempt to make contact with child/young person to facilitate completion of return interview.	Children's Services	Within 24 hours of notification from The Provider
1.6	All attempts to make contact should be recorded and submitted to Children's Services and the police.	The Provider	
1.7	If a child and their family remain un-contactable at the end of a 1 week period, a letter should be sent offering a return interview	The Provider	Within 2 weeks

Practice Standard 2: Return Home Interview

	STANDARD	PERSON RESPONSIBLE	TIMESCALE
2.1	The return interview should be carried out within 72 hours of the child returning to their home or care setting	The Provider / Children's Services / Police	Within 72 hours
2.2	Return interviews should be conducted by a suitably trained worker	The Provider	
2.3	The return interview should be held in a neutral place where the child feels safe	The Provider	
2.4	<p>The interview and actions that follow from it should:</p> <ul style="list-style-type: none"> - identify and deal with any harm the child has suffered – including harm that might not have already been disclosed as part of the 'safe and well check' – either before they ran away or whilst missing; - understand and try to address the reasons why the child ran away; - help the child feel safe and understand that they have options to prevent repeat instances of them running away; - provide them with information on how to stay safe if they choose to run away again, including helpline numbers. 	The Provider / Children's Services / Police	
2.5	Where there are safeguarding concerns, or the child	The Provider	Within 24

	makes a disclosure, a referral should be made to the Safeguarding Hub		hours
2.6	Where children refuse to engage, parents and carers should be offered the opportunity to provide any relevant information and intelligence of which they may be aware.	The Provider	

Practice Standard 3: Post Interview

	STANDARD	PERSON RESPONSIBLE	TIMESCALE
3.1	A comprehensive written record of the return interview should be completed and include any professional observations of the child's presentation or engagement	The Provider	Within 2 working days of the interview
3.2	All return interviews should be sent to the Safeguarding Hub, Police Missing Persons Safeguarding Officer and the Missing Persons and Child Sexual Exploitation Business Support Officer for oversight	The Provider	Within 2 working days of the interview
3.3	All return interviews will be loaded on to the child's social care record.	Children's Services	Within 24 hours of receipt

Practice Standard 4: Collating, sharing and analysing data

	STANDARD	PERSON RESPONSIBLE	TIMESCALE
4.1	Attendance and contribution at weekly Missing Monday Meetings monthly MACSE Forum and 72 Hour Strategy Meetings.	Police / The Provider / Children's Services	As scheduled
4.2	Any issues or concerns with process including delays in receipt of referrals from the Police must be escalated to the Missing Monday Meetings	The Provider	
4.3	A regular report using the Monitoring Return provided by the Commissioning Team should be submitted to children's services and the Strategic Commissioning Officer providing a detailed breakdown of missing episodes, including:	The Provider	Quarterly

	<ul style="list-style-type: none"> - Number of requests and referral sources - Number of notifications received for children placed in Torbay from other LA's and not covered by the contract - How many are not offered a RHI (giving reasons – i.e. too young, moved to another area) - Number of attempts at contact and successful contacts - How many are offered within 72 hours - How many are completed within 72 hours - Reason for not completing within 72 hours - How many decline or parental consent is not given - How many are Children Looked After <p>For all children:</p> <ul style="list-style-type: none"> - Age - Ethnicity - Type of accommodation - School - Length of time missing <p>Of those completed:</p> <ul style="list-style-type: none"> - Location of return interviews - How many are face to face - How many are by phone - Other methods of communication - Breakdown of reason for missing - How many result in a safeguarding referral 		
4.4	Quarterly report with narrative to the TCSB performance sub group	The Provider	Quarterly
4.5	Annual data with narrative (1 st April to 31 st March) should be submitted to children's services providing a detailed breakdown and analysis of missing episodes	The Provider	Annually
4.6	A detailed analysis of the partnership's response to missing should be included in the TSCB Annual Report	TSCB	Annually