

# Parents or Carers Late Home

Whilst there may be numerous situations which could cause a parent or carer to be home late after a booking, SafeCircle have a responsibility to ensure all children are kept safe until their return.

This policy sets out the steps that will be taken in the event of the parents or carers being home late to a booking at different stages of the evening;

## Stage One:

- Parents and carers should always maintain contact with their babysitter and alert them via text or phone call if they are running late or wish to stay out later than their planned booking.
- The babysitter will allow for the parents to be up to 20 minutes late due to issues such as traffic.
- If the parents are not back after 20 minutes the babysitter will make contact with the parents or carers via text or phone call to establish where they are, and what time they can be expected back home.
- The babysitter will also alert SafeCircle team via the duty phone to make them aware of parents or carers being late so they can monitor and support where needed.
- If parents or carers respond within 20 minutes of the text or phone call, there will be no further action needed as a plan can be discussed during this time. The babysitter will update SafeCircle team of successful contact and plan.
- If parents or carers do not return 20 minutes after the updated time or plan, the babysitter will need to contact SafeCircle team again and further steps below to be followed.

## Stage Two:

- If parents or carers do not respond to the initial contact to check where they are and what time to expect them back, babysitter to make SafeCircle team

aware and the SafeCircle team will then make attempts to contact the parents or carers to establish the current situation.

- If parents or carers respond to this contact, SafeCircle will communicate the updated timings and plan to the babysitter and no further action is required.
- Again, if parents or carers do not return 20 minutes after the updated times, the babysitter will need to contact SafeCircle team again and further steps below to be followed.

### Stage Three:

- SafeCircle team would create a formal plan of action with the babysitter, to ensure the children are safe and cared for, whilst continuing to make contact with the parents to establish the situation and a plan. This may include; contacting social care and police to raise concerns, or contacting family and friends for the children to arrange care depending on the level of contact already made with the parents or carers and the length of time passed.
- SafeCircle will afford enough time to be sure that there is likely to be a significant issue or concern for the parents not responding before contacting social care and police.

### IMPORTANT NOTE:

At no point will the babysitter leave the property or the children alone. Our babysitters will remain at the home with the children to ensure their welfare until the parents, carers or an appropriate adult has arrived to take over this responsibility.