



CHRIS'S CHILDCARE CENTRE

0 TO SCHOOL

TRADING AS CHRIS'S CHILDCARE LTD. 11894528

www.chrisschildcare.com

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Child Absence Policy

Child Absence in the Early Years Foundation Stage Statutory Framework For Childminders 2025

Childminders must follow up on absences in a timely manner. If a child is absent for a prolonged period of time, or if a child is absent without notification from the parent or carer, attempts must be made to contact the child's parents and/or carers and alternative emergency contacts. Childminders must consider patterns and trends in a child's absences and their personal circumstances. Childminders must use their professional judgement when deciding if the child's absence should be considered as prolonged. Consideration must be given to the child's vulnerability, parent's and/or carer's vulnerability and their home life. Any concerns must be referred to local children's social care services and/or a police welfare check requested.

EYFS 3.12

My Policy

Regular attendance is vital for every child's well-being, safety, and development. As a registered childminder, I have a duty under the EYFS Statutory Framework 2025 to monitor attendance closely and to take prompt action where children have prolonged or unexplained absences, as these may raise safeguarding concerns.

I work in partnership with parents and carers to promote consistent attendance, support families where barriers exist, and ensure that no child is placed at risk due to irregular attendance or non-attendance.

Monitoring Attendance

As a childminder, I am responsible for keeping accurate, up-to-date attendance records for all children in my care. I will:

- Record the exact times of each child's arrival and departure every day.
- Make the attendance register available for parents/carers to review and confirm accuracy when needed.
- Record any absences and, where possible, the reason provided by the parent or carer.



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- Store attendance records securely in line with my Data Protection Policy, ensuring they are available for inspection by **Ofsted** or the Local Authority when required.
- Contact parents promptly if a child does not arrive as expected and no prior notice has been given.

Reporting Absences

To minimise disruption to the daily routine and ensure children's safety, parents/carers should notify me of any absences as early as possible on the day. Notification can be made by phone, text, or email.

If a child is absent and I have not been informed, I will follow my Unexplained Absence Procedure without delay.

Unexplained Absence Procedure

If a child does not attend as expected and I have not been notified, I will:

- Attempt to contact the parents or carers immediately to find out the reason for absence.
- If I cannot reach the parents, I will contact the emergency contacts listed on the child's registration form.
- If I am still unable to confirm the child's safety, I will implement my Safeguarding Procedure, which may include contacting Early Help, the Local Safeguarding Children Partnership (LSCP), or, if necessary, the police.

Prolonged or Repeated Absences

- Absences lasting **10 consecutive days or more**, or repeated absences following a clear pattern (for example, regular absences on certain days), will be reviewed by me to assess any potential safeguarding concerns.
- During this period, I would expect parents/carers to provide regular updates on the child's well-being and the reason for continued absence. This helps ensure the child remains safe and that I am aware of any changes in their circumstances.
- I may request a meeting with parents/carers to discuss the situation and explore any support the family might need.



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- If concerns remain, I will consider making a referral to **Early Help** or other safeguarding professionals in line with local procedures.

Information Sharing

Attendance information and any related safeguarding concerns may be shared with relevant professionals, including schools, health visitors, social workers, or other early years providers, when necessary to promote the safety and well-being of the child.

All sharing of information will be carried out in accordance with the Data Protection Act 2018, GDPR, and the EYFS Statutory Framework.