



# Jalsa Salana UK

## Lost Child Strategy

### 1. Pre-Event Preparation (Prevention & Planning)

#### Organisers should:

- **Designate a “Lost Child Point”:** A clearly signed, central, and safe location like “Lost & Found Children Tent”.
  - **Staff Training:** Train all staff and volunteers on procedures for handling lost children.
  - **Wristbands or ID tags:** Offer parents/guardians wristbands or ID cards to write their mobile numbers on.
  - **Communicate Protocols:** Share the lost child procedure with all event staff, including security, first aid, and vendors.
  - **Public Awareness:** Communicate the procedure to attendees via signage, announcements, and event materials.
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### 2. If a Child is Reported Missing

#### Staff/Organisers should:

#### 1. Stay Calm and Reassure the Parent/Guardian

- Ask for detailed information: name, age, clothing, last known location, time of disappearance, who they were with.

#### 2. Alert All Key Personnel

- Use radios or internal comms to alert staff: include description and last known location.
- Security and entry/exit points should be notified immediately.

#### 3. Lock Down Exit Points (if appropriate)

- If required and without causing panic, discreetly monitor or restrict exits.

#### 4. **Begin a Coordinated Search**

- Search teams sweep the area, especially nearby attractions, toilets, and food areas.
- Check Lost Child Point — the child may already be there.

#### 5. **Escalate if Needed**

- If the child is not found within a reasonable timeframe Amir UK or Afsar Jalsa Salana can decide to escalate to police or appropriate authorities.
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### 3. **If a Lost Child is Found**

#### **Staff/Organisers should:**

##### 1. **Escort Child to Lost Child Point**

- Staff should stay with the child at all times. Never leave them alone.
- Keep the child calm and safe.

##### 2. **Record Details**

- Log child's name (if known), clothing, time and location found, and the staff member handling the situation.

##### 3. **Verify Guardian Identity**

- When a parent/guardian arrives, **verify their identity:**
  - Ask child to confirm the guardian.
  - Ask the guardian for specific info (e.g., child's birthday or code word if used).

##### 4. **Reunite and Log**

- Record the reunion time and guardian details.
  - Have a staff member witness and sign off on the log entry.
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## 4. Post-Incident Procedures

### Organisers should:

- **Debrief Staff:** Review what went well and what could improve.
  - **Log Incident:** Keep a written report including timelines and actions taken.
  - **Follow Up:** If the incident involved emergency services or escalated concern, follow up with the family.
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## 5. Public Messaging (During Event)

Use announcements (without causing panic) such as:

“A child has been separated from their parent. If you are missing a child, please go to the Lost Child Point near [Landmark]. If your child has our ID band, we will contact you shortly.”

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### Optional Enhancements

- **Code Word System:** Parents can choose a secret word that the child can use to verify a trusted adult.
- **Digital Tracking Bands:** For large or high-risk events.
- **Photo Station:** Take a photo of the child upon entry for use if needed (ensure GDPR/data protection compliance).