

FOUND CHILD

CHILD's NAME

Brought in by

Date & Time

Staff taking child

Where found

AGE

SEX

HEIGHT

BUILD

HAIR

EYES

SKIN

CLOTHES

PARENTS/GUARDIAN NAME

Address/City

Phone number

Parent/companion description

Reported to Police/Stewards/Event Control (by _____ time _____)

COLLECTED BY

Print name _____

Address _____

Signature _____

Relationship _____

Time : **Staff present/verifying :**

Notes (including special conditions e.g. extremely distressed, injured, or items carried etc.)

MISSING CHILD REPORT

CHILD's NAME

Date & Time lost

Where lost & who with at the time

AGE

SEX

HEIGHT

BUILD

HAIR

EYES

SKIN

CLOTHES

OTHER FEATURES (& special medical conditions)

PARENTS/GUARDIAN NAME

Address

Contact/mobile number on site (& landline of someone who knows the child)

Reported to Police/Stewards/Event Control (by _____time ____)

Notes

Staff member completing form
Time