



# JUNOMICHI SCHOOL SCOTLAND

## Lost / found child form for members of the public or participants

<b>Event name</b>	
<b>Date</b>	
Note: Details for records only, not to be announced over the PA.	

### Part 1 – Lost / missing child

Personal information – child / young person	
Name	Age
	Date of birth
Gender	Hair colour
Ethnicity	Eye colour
Clothing (colour and pattern)	<input type="checkbox"/> Spectator <input type="checkbox"/> Participant <input type="checkbox"/> Other:
Any other relevant information	

Contact details – parent / carer
Name*
Contact number(s)
Address
Email

\* as reported, or from player registration form if they're a participant

Incident details	
Time and place child last seen	Time event staff informed
Action(s) taken and when	<input type="checkbox"/> Event security informed, at ____:____ <input type="checkbox"/> Police informed, at ____:____ <input type="checkbox"/> Other (details and time)



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## Part 2 – Found child

Personal information – child / young person	
Name	Age
	Date of birth
Gender	Hair colour
Ethnicity	Eye colour
Clothing (colour and pattern)	<input type="checkbox"/> Spectator <input type="checkbox"/> Participant <input type="checkbox"/> Other:
Has the child any special medical requirements?    ⇨ <i>Check for medical tags</i>	
Any other relevant information	
Incident and collection details	
Time found	Location
Name of security / steward and head of security dealing with the child	
Time child handed over to lost-child unit	
Details of adult handing the child over	Name
	Contact number
	Role
Time that event control was informed	Time child reunited
Any other information	
Details of parent / carer collecting child	Name
	Relationship to child
	Contact number(s)
	Address
	Signature                      ✕
Declaration	
<input type="checkbox"/> Parent's / carer's ID document(s) checked	
Member of event staff handing over child	
Staff member's signature    ✕	