

Missing People Return Home Interview Form

This document has been created by Missing People and commissioned by Children's Commissioning Consortium Cymru (4C's).

Good Practice

- Links to siblings and family case records
- Personal details including name, age, gender, and home address
- Legal, child's and referral status
- Chronology – contact stages (initial response)
- Risks including risk factors, risk type, and risk assessments
- RHI 'offered' section, generating an RHI form
- Option to link and provide RHI's and missing episodes
- Length of time missing
- Name of reporting person
- Missing episode and missing report date and time
- Resilience and protective factors
- 'What are we worried about?' section including documenting concerns about home, friends/associates, and risk indicators
- Missing episode – Push/Pull factors, what happened during missing episode, prevention techniques, and views from other professionals.

Reminder

- The biggest thing is to not interrupt if they are telling their story. Also, be careful not to "lead" the person's story by trying to offer interpretations of what they are saying.
- Try to not write anything down as this may make the child/young person feel uncomfortable. If you do need to write anything down, then ask for permission.

Return Home Interview Form

RHI Details	
Date/Time RHI completed **REQUIRED**	Open text -
Completed within 72hrs of referral?	Single select – <ul style="list-style-type: none"> • Yes • No
Reason why not within 72hrs of referral	Only to be completed if 'No'. Single select – <ul style="list-style-type: none"> • Awaiting referral from Police • Carer delayed • Carer rearranged • Child delayed • Child went missing again • Clashed with child's other appointments • Contact details incorrect • Deemed not appropriate • Did not attend initial RHI • Team capacity • Other professional did not respond in time • Parent did not respond in time • Parent requested a later date • School delayed/rearranged • School refused to see in school time • Unable to reach in time
Further information about 72hrs after referral	Only to be completed if 'No'. Open text -
Completed within 72hrs of return?	Single select – <ul style="list-style-type: none"> • Yes • No

Reason why not within 72hrs of return	<p>Only to be completed if 'No'.</p> <p>Single select –</p> <ul style="list-style-type: none"> • Awaiting referral from Police • Carer delayed • Carer rearranged • Child delayed • Child went missing again • Clashed with child's other appointments • Contact details incorrect • Deemed not appropriate • Did not attend initial RHI • Team capacity • Other professional did not respond in time • Parent did not respond in time • Parent requested a later date • School delayed/rearranged • School refused to see in school time • Unable to reach in time
Further information about 72hrs after return	<p>Only to be completed if 'No'.</p> <p>Open text -</p>
Length of RHI	<p>Single select –</p> <ul style="list-style-type: none"> • 0-15 minutes • 15-30 minutes • 30-45 minutes • 45-60 minutes • Longer than 60 minutes
Comments re length of time (if applicable)	<p>Include approximate length of RHI and reasons why.</p>
Case Worker completing RHI	<p>Open text -</p>
Method of Interview **REQUIRED**	<p>Single select –</p> <ul style="list-style-type: none"> • Face to face • Telephone • Other – Email/Text message/Video chat

Where was the RHI completed? **REQUIRED**	<p>Single select –</p> <ul style="list-style-type: none"> • Home • Foster Home • Care Home • Independent Living Setting • School/College/Alternative provision • Work • Other • Remotely – Child at Home/Foster Home/Care Home/Independent Care Setting • Remotely – School/College/Alternative provision • Remotely – In other location • Unknown (if telephone • Other
Has the child been spoken to independently? **REQUIRED**	<p>Single select –</p> <ul style="list-style-type: none"> • Yes • No - Member of care home staff present • No - Parent or other adult family member present • No - Foster carer present • No - Another young person present • No - Teacher or school staff member present • No - Social Worker • No - Other
Number of unsuccessful attempts to complete RHI	<p>Open text -</p> <p>This refers to how many times you attempted to complete the RHI including if a young person is unexpectedly unavailable or is reported missing again etc.</p>

Before the Missing Incident	
Education/Employment status **REQUIRED**	Multi select – <ul style="list-style-type: none"> • In full-time education • In employment • In part-time employment • In training • Pupil Referral Unit • Alternative provision • Elective home education • NEET • Other
Disability	Mult select – <ul style="list-style-type: none"> • Physical / mobility • Learning disabilities • Sensory: Hearing • Sensory: Vision • Diagnosed with Autism or Asperger Syndrome • Other DDA
Where has the child run away from? **REQUIRED**	Single select - <ul style="list-style-type: none"> • Family Home • Care Home • Foster Care • Private Fostering Arrangement • Semi Independent • Mental Health Establishment • Inpatient Care • School • Out of County Placement (Foster) • Out of County Placement (Residential) • Secure • Higher Education • Hospital • Other
Known associates	Open text -

(Separate with commas)	Format – name/nickname, age, address, how they met.
Risk Indicators	<p>Multi select –</p> <ul style="list-style-type: none"> • Absent from school • Abuse - history of • Abuse and neglect • Alcohol use • Bereavement / loss (recent) • Bullying • Carer • Chaotic / dysfunctional home • Depression • Domestic Abuse - victim, own relationship • Domestic Abuse - witness • Drug issues • Estranged from family • Gang association / neighbourhood • Gender identity issues • Gifts from unknown sources • Homelessness • Intellectual disability • Internet / social networks vulnerability • Lack of friends of own age • Living in care • Living in hostel, B&B or foyer • Low self-esteem / self-confidence • Mental health issue - other • Offending - involved in • Older boyfriend or girlfriend / associates with older people • Physical appearance - change of • Physical injuries • Pregnancy • Pregnancy - termination • Radicalisation Extremism • Recruiting others for exploitation • Self-harm - risk of • Sexual bullying • Sexually active • Sexually exploited friends • Sexual orientation issues • STIs • Suicide - risk of • Trafficking
Child Exploitation	<p>Multi select -</p> <ul style="list-style-type: none"> • Vulnerable

	<ul style="list-style-type: none"> • At risk – suspected CSE • At risk – Known CSE • Currently experiencing – suspected CSE • Currently experiencing – known CSE • Historic CSE • At risk – suspected CCE • At risk – Known CCE • Currently experiencing – suspected CCE • Currently experiencing – known CCE • Historic CCE • Other
Summary notes on risks of exploitation	<p>Open text -</p> <p>Prompts:</p> <p>Risk Indicators</p> <ul style="list-style-type: none"> • <i>Acquisition of money, clothes, mobile phones etc without plausible explanation.</i> • <i>Gang-association and/or isolation from peers/social networks.</i> • <i>Exclusion or unexplained absences from school, college or work.</i> • <i>Leaving home/care without explanation and persistently going missing or returning late.</i> • <i>Excessive receipt of texts/phone calls.</i> • <i>Returning home under the influence of drugs/alcohol.</i> • <i>Inappropriate sexualised behaviour for age/sexually transmitted infections.</i> • <i>Evidence of/suspicious of physical or sexual assault.</i> • <i>Relationships with controlling or significantly older individuals or groups.</i> • <i>Multiple callers (unknown adults or peers).</i> • <i>Frequenting areas known for sex work.</i> • <i>Concerning use of internet or other social media.</i> • <i>Increasing secretiveness around behaviours.</i> • <i>Self-harm or significant changes in emotional well-being.</i> <p><i>If any of the above has been mentioned or you believe is a risk indicator from what the young person has said, risk assess and ask questions to come to a conclusion on whether the young person is Vulnerable, At Risk, Experiencing Risk, Historic CSE</i></p> <p>Examples:</p> <ul style="list-style-type: none"> ○ Vulnerable CSE/Vulnerable CE <i>e.g. Young Person lacks understanding of the risks that come with going missing/ Young Person lacks understanding of the risk that come with being gang associated</i> ○ At Risk of CSE/At Risk of CE

	<p><i>e.g. Young Person says when they go missing they stay with an older mate who has their own place/ Young Person says when they go missing, they help their friend with a few jobs and they let them stay with them</i></p> <p>○ Experiencing Risk</p> <p><i>e.g. Young Person says she goes missing her boyfriend makes her have sex with his friends/ Young Person says when she goes missing she's dropping off drugs for her boyfriend</i></p> <p>○ Historic Risk</p> <p><i>e.g. Young Person says when she used to go missing, she would go and stay with an older boyfriend. However, they are no longer in relationship and now when she goes missing she goes and stays with her grandma.</i></p> <p><i>Please explain your reasoning with backed up evidence of what the young person has said OR what you have observed.</i></p>
Push/Pull factors - Reason for running away **REQUIRED**	<p>Multi select –</p> <ul style="list-style-type: none"> • Abuse and Neglect • Adoption breakdown • Alcohol use / dependency - parent carer • Alcohol use / dependency - themselves • Alleged abuse in foster home / children's home • Anger Management • Anti-Social Behaviour • Argument with carer / staff • Associating with Older Peers • Asylum seeker - unaccompanied minor. (Inc. those who have been refused leave to remain) • Asylum seeker - with family. (Inc. those who have been refused leave to remain) • Bereavement, loss or grief • Boredom • Breaking curfew time • Bullying • Care home incident • Care home issues • Contact / care planning issue • Divorce / separation • Domestic Abuse - Victim • Domestic Abuse - Witness • Drug use / dependency - parent/carers • Drug use / dependency - themselves • Exploitation - Criminal • Exploitation - Forced Labour • Exploitation - Sexual • Family conflict • Family conflict - step parent / partner • Forced marriage

	<ul style="list-style-type: none"> • Harmful behaviours • Honour based abuse • Internet / Mobile Phone / Social media • Mental Health / well-being of parent / carer • Mental Health / well-being of themselves • Offending • Other (please add additional details below) • Peer pressure • Placement Issue • Pregnancy - miscarriage • Pushing boundaries • Radicalisation / extremism • Reason unknown • School incident • School issues / truancy • Self-harm • Suicidal • To see boy / girlfriend - age appropriate, healthy relationship • To see boy/girlfriend - unhealthy relationship • To see family • To see friends • To see suspect / perpetrator of exploitation • To see unsafe adult • Trafficked • Wanted by police • Young carer responsibilities <p>Further information to be provided in 'Detailed notes about reasons for running away' below.</p>
Detailed notes about reasons for running away	<p>Open text -</p> <p>Prompts:</p> <ul style="list-style-type: none"> ○ <i>What happened before they went missing:</i> <ul style="list-style-type: none"> - <i>Where were they?</i> - <i>Who were they with?</i> - <i>Was there anything that had happened prior to them going missing?</i> - <i>How were they feeling?</i> - <i>Did they have a plan?</i> ○ <i>What led them to go missing:</i> <ul style="list-style-type: none"> - <i>Push/Pull Factors</i> - <i>Triggers</i>

During the Missing Incident	
Where did the child run to? **REQUIRED**	<p>Multi select –</p> <ul style="list-style-type: none"> • Boy / girlfriend's home (age appropriate / healthy relationship) • Boy / girlfriend's home (unhealthy relationship) • Family home - inside Local Authority area • Family home - outside Local Authority area • Friend's home • Local Park • Local shopping centre • Other • Perpetrator / suspect of exploitation home • Public transport • Refused to say • Relative's address - inside Local Authority • Relative's address - outside Local Authority • Town or city centre • Unsafe adult's home
Postcode, if known	Open text -
Name of location (If known)	Open text -
Detailed notes about events during the missing incident	<p>Open text -</p> <p>Prompts:</p> <p><i>The question I am about to ask you may bring up past feelings that may make you feel upset. You can decline to answer any of the questions, or we can take a break at any point if you need to.</i></p> <p><i>What did they do while they were away:</i></p> <ul style="list-style-type: none"> - <i>Who were they with?</i> - <i>How do they know them? (Including length of time)</i> - <i>What is their relationship like?</i> - <i>Do they feel they are trusted?</i> - <i>Why do they think that?</i> <p>○ <u>Where it is clear a person poses a risk to the child</u> then getting more specific descriptions is important, such as;</p> <ul style="list-style-type: none"> - <i>Names/street names</i>

	<ul style="list-style-type: none"> - <i>Physical descriptions</i> - <i>Ages</i> - <i>Addresses</i> - <i>Contact details</i> - <i>Associated vehicles (make, models, colours)</i> - <i>Their 'employment'</i> <p>○ <i>If they do not want to disclose names, would there be anything that an adult/professional would be worried about, even if they don't consider it a concern?</i></p> <ul style="list-style-type: none"> - <i>Did they keep in contact with anyone while away?</i> - <i>How did they do this?</i> <p>○ <i>Where did they go:</i></p> <ul style="list-style-type: none"> - <i>What was attractive about the location (why 'there'?)</i> - <i>How did they travel</i> - <i>Covering cost, if any</i> - <i>Times of day</i> - <i>Weather conditions</i> - <i>Clothing, were they wearing clothes appropriate to the weather/environment/time of day etc.</i> - <i>Where did they stay if overnight?</i> - <i>If with other YP, were parents aware?</i> - <i>Who slept where? Were they free to leave?</i> <p>○ <i>Risk, Threat, Harm:</i></p> <ul style="list-style-type: none"> - <i>Drugs/alcohol? Including what</i> - <i>Where did they get this from?</i> - <i>How did they pay for this?</i> - <i>If drugs were 'ticked', how do they plan to pay for this?</i> - <i>Is there anything that we or other professionals would be worried about?</i> - <i>Other risky or concerning things they may speak about from when they were missing</i> - <i>Other concerns not related to the specific missing incident</i> - <i>How did they get food/drink?</i>
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After the Missing Incident	
Method of travel home	Multi select – <ul style="list-style-type: none"> • Police • Parent • Carer • Social worker

	<ul style="list-style-type: none"> • Bus • Train • Taxi • Walked • Lift from other • Lift from unknown • Other • Would not say
Summary of journey home	<p>Open text -</p> <p>Prompts: <i>How did they return home?</i></p> <ul style="list-style-type: none"> - <i>What made them decide to return?</i> - <i>What was the journey like?</i> - <i>Did they speak to anyone?</i> - <i>If located by police, how did they feel and what were the police like with them?</i>
Voice of the child – wishes and aspirations	<p>Open text -</p> <p>Prompts:</p> <ul style="list-style-type: none"> - <i>What does the young person feel about their situation?</i> - <i>What do they enjoy doing/any interests/would you like to do more of this hobby/interest?</i> - <i>How is school/college/work going?</i> - <i>What do you plan to do next (after school/college etc)?</i> - <i>What support is required to reach these goals/aspirations?</i>
Detailed notes about circumstances after the missing incident(s)	<p>Open text - Returning home.</p> <p>Prompts:</p> <ul style="list-style-type: none"> - <i>How did they feel returning home?</i> - <i>Are you still enjoying doing _____ activities? (based on previous answers).</i> - <i>What were parent/carers/school like when they returned?</i> - <i>What has the atmosphere been like in the home since they've returned – do they feel as though they can speak to parents/family about the reasons why they left?</i> - <i>Are you taking care of yourself? How has your self-care been lately?</i> - <i>Do you have any feelings or thoughts about going missing again since returning/being located?</i> - <i>Do the things that caused you to leave still exist?</i>

Outcomes of RHI	
Risk of future Missing Incidents	Single select - Mild/Moderate/Significant
Summary of risk assessment of a future incident	Detail provided for assessment made in previous field. Open text - Examples below – <i>xxx did not regard herself to be missing on either occasion, because she was not away from home overnight. A desire to see friends and boredom, appear to be the primary reasons for xxx leaving home, and said: ‘XXXXX’. She maintains that it is her choice to run from home, and she does not feel pressured by anyone. I asked xx if she thought she would go missing again, she didn’t reply and just shrugged her shoulders.</i>
Consent for information sharing	Single select – <ul style="list-style-type: none"> • Consent given to share all information • Consent given to share partial information • Consent not given and no need to share • Consent not given but some information shared
Outcome(s) of RHI **REQUIRED**	Multi select – <ul style="list-style-type: none"> • 1:1 Support offered • 101 Report • Intelligence form to police • Contact with Social Worker • Follow up call arranged • Referral to another service • RHI shared with children’s home • RHI shared with foster carer • RHI shared with other agency • RHI shared with parent • RHI shared with other family member • RHI shared with police • RHI shared with school • Safeguarding Referral - New • Safeguarding Referral – Known • Signposted to another service
Notes on outcomes of RHI	Open text - Prompts: - <i>Detail any follow up calls/1:1 visits arranged</i>

	<ul style="list-style-type: none"> - <i>Safeguarding concerns - specify these and note who with, how and when they were shared, name of social worker, family support worker, police staff etc.</i> - <i>Any suggestions/recommendations/signposting information provided to child/young person/families/care staff and their reactions to receipt of this information?</i> - <i>Any discussion notes about what the child/young person might need to be in place in an 'ideal world' to hopefully lead onto less incidents?</i> - <i>Any discussion around safety planning in the view of future incidents?</i> - <i>Creating an up-to-date card or list to give to people about the helpline numbers and local, current support resources to keep them safe would be effective. For example, charities, suicide prevention, mental health support, addiction support, cultural support and police non-emergency number.</i>
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Any additional details	ABOUT THE CHILD/YOUNG PERSON
Home Environment	<p>Open text -</p> <p>Prompts:</p> <ul style="list-style-type: none"> - <i>Observations of home environment if RHI carried out at home/placement</i> - <i>How the young person reports their home life to be and how this could be affecting their missing episodes</i> - <i>Observations of interactions with people in the home</i>
Peer Group/Relationships	<p>Open text -</p> <p>Prompts:</p> <ul style="list-style-type: none"> - <i>Does the YP have friends/associates? Ages, names, what their relationships are like, and what they like to do</i> - <i>If appropriate, sexual relationships and exploring consent and safe sex</i> - <i>Exploring healthy and unhealthy relationships, what each of these are</i> - <i>Exploring who is their trusted adult/safe adult? Could be family, friend, professional</i> - <i>Family dynamics</i>
Summary of key information from RHI	<p>Open text -</p> <p>Prompts:</p> <p><i>This section should provide a brief summary of the RHI:</i></p> <ul style="list-style-type: none"> - <i>Setting the scene: i.e. where the RHI was held, how you introduced the RHI (and explained confidentiality), who was in the room during the RHI, any observations about how the child presented, their</i>

	<p><i>body language/demeanour, and a summary of their overall engagement during the RHI.</i></p> <p>- <i>Include any important safeguarding concerns that were identified and how/who/when the information was shared.</i></p>
Team Manager's Response/Decision	Open text -

Additional points:

- 1) If you try to engage with a child/young person/family/care staff but receive no response, it is best practice to provide the questions asked and any non-verbal responses in the RHI form.
- 2) Provide voice of the child/young person throughout the RHI form, including using verbatim (quotations) where possible.
- 3) We recommend providing the above 'Prompts' on a question sheet for staff to refer to prior to conducting an RHI.