



## Child Missing from Bus Stop

Whenever a child is missing (not returning home on the bus after attending school) a parent/guardian should immediately:

- Notify the Principal of the student's school.
- The Principal will notify Hudson Police and assist as needed.
- Notify the Superintendent of Schools, Director of Finance and Transportation Coordinator and Bus Company.
- The School Principal contacts the student's teacher(s) and arranges to have the school building and grounds searched.
- The Principal will attempt to gather information such as: Child's name, description of clothing worn that day, grade, teacher, address, bus and bus stop.
- The Bus Company will search the student's bus and the driver will be contacted and interviewed.
- Parents will be asked to contact the missing student's friends. Most often a child is located at a friend's house within the first hour.

Once the child is found all of the people involved in the search will be contacted to confirm.