



# Bexley City Schools

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## NOTICE: MISSING CHILDREN

Dear Parents and Guardians,

In compliance with the Missing Child's Law, we meet the requirements for Ohio Revised Code for the admission to school as well as House Bill 410 for tracking attendance throughout the school year. We require that parents/guardians submit a proof of the following: date of birth, residency, and custody upon registering. Within twenty-four (24) hours of the student's entry into the school, a school official shall request the student's official records from the elementary school s/he most recently attended.

If the school the student claims to have most recently attended indicates that it has no records of the student's attendance or the records are not received within fourteen (14) days of the date of request, or the student does not present a certification of birth or comparable certificate or certification from another state, territory, possession, or nation, the principal may notify a law enforcement agency of this fact and of the possibility that the student may be a missing child, as this term is defined in State Law.

Consistent tracking of every child's attendance is taken on a daily basis. Parents/guardians should notify the school by the morning of any school day their child is not attending. The excuse will be submitted to the attendance office and filed as part of the student's school record. If your child is not reported absent, you will receive a call from the school office inquiring about your child's absence.

We encourage good attendance daily to ensure continuity of learning. However, if your child is absent, be sure to send a note the day of return to verify his/her absence. Please refer to our student handbook, which can be accessed on our district webpage, to read our entire district attendance policy. More information pertaining to missing children can be viewed below.

## MISSING CHILDREN INFORMATION

The Ohio Missing Children Clearinghouse helps law enforcement agencies search for runaways and lost or abducted children. Its toll-free hotline number, 1-800-325-5604, provides nationwide access around the clock.

Names and pictures of missing children can be found on the Ohio Attorney General's website or on the National Center for Missing and Exploited Children website. In Ohio alone, more than 2,800 children are missing.

## GUIDELINES TO FOLLOW SHOULD YOUR CHILD MIGHT SOMEDAY BE MISSING

Keep a complete written description of your child. Your description should include color of hair and eyes, weight, height, and date of birth. It should also list other ways to identify the child. Note things like eyeglasses, braces, contact lenses, pierced ears, or other unique physical attributes.

Take color photographs of your child every 6 months. Photos should be of high quality and in sharp focus so the child is easily recognizable. Head and shoulder portraits from different angles are preferable.

Have your dentist prepare dental charts for your child, and be sure they are updated each time an examination or dental work is performed. Make sure your dentist keeps accurate, up-to-date dental charts and x-rays on your child. If you move, get a copy of the records to keep yourself until you find a new dentist.

Know where your child's medical records are located and how you can obtain them if needed. Medical records, especially x-rays, can be invaluable in helping to identify a recovered child. It's important to have all permanent scars, birthmarks, blemishes, and broken bones recorded.

Have your child fingerprinted by your local police department. In order for fingerprints to be useful in identifying someone, they must be properly taken. Your police department has trained personnel who can do this.

## IF YOUR CHILD GOES MISSING

If your child is missing, it's critical that you call the police immediately. If your child disappears when you're away from home on a shopping trip, for example, notify the manager of the store or the security officer and ask for assistance in finding your child. Then call the police. Also, ask them if your child will be entered into the National Crime Information Center Missing Persons File. This ensures that any law enforcement agency in the country will be able to identify your child if he or she is found in another community.