**Children Missing Education - CME**

The Government has placed a duty on Local Authorities to make arrangements to establish (as far as it is possible) the identities of children in their area who are of compulsory school age and not receiving a suitable education (i.e. children missing education).   
  
Children not receiving a suitable education are at increased risk of a range of negative outcomes that could have long term damaging consequences for their life chances.

In Solihull we are committed to ensuring that all pupils who go missing from schools in the Local Authority, or who disappear from other counties and may have arrived in Solihull, are speedily located.

**What do we mean by Children Missing from Education (CME)?**

Children Missing Education (CME) are children of compulsory school age who are not on a school roll, and who are not receiving a suitable education otherwise than being at a school.

**They are:**

* Children whose whereabouts are known but they do not have any educational provision in place.
* Children whose whereabouts are unknown and therefore so is their educational provision.

### They are NOT...

* Children who are on a school roll.  If a child is not attending their registered school or education provider, please contact the school or education provider direct to discuss further.
* Children who are being Educated at Home.

**What to do if you are concerned?**

If you know or suspect a child is missing from education, please let us know straight away. Checks are routinely carried out before contacting parents or carers, so it is always better to advise us if you are in any doubt.  
  
You can contact the CME & Pupil Tracking team by phone or email, and you can remain anonymous if you wish. By notifying us of your concerns you are helping to ensure the safety and wellbeing of some of the most vulnerable children in our community and your assistance is greatly appreciated.  
  
Professionals and agencies that have concerns are kindly requested to complete the Notification of a CME in Solihull Form and return as instructed on the form. Any queries, please contact the CME & Pupil Tracking Team.

**Who to contact:**

CME & Pupil Tracking Team

Council House

Solihull

B90 9QU

Tel: 0121 704 6663, 0121 779 1767 or 0121 704 6145

Email: [childrenmissingeducation@solihull.gov.uk](mailto:childrenmissingeducation@solihull.gov.uk) or

[cme@solihull.gcsx.gov.uk](mailto:cme@solihull.gcsx.gov.uk)

**Useful documents:**

Notification of a CME in Solihull Form

CME School Referral Form

Children Missing Education Policy – Guidance for Schools and Support Services

Removing Pupil from Roll – Guidance for Schools/ Academies

Removal from School Roll Form