



LEICESTER MAGIC CIRCLE

Safeguarding Statement

The Leicester Magic Circle's commitment to the safety of all members

1. Our commitment

The Leicester Magic Circle is committed to the safety and wellbeing of all its members. We recognise that members aged 16 and 17 are legally children under UK law and are entitled to the same level of care and protection as any younger child. We take our responsibilities seriously and have adopted this statement to ensure all committee members, mentors and volunteers understand and fulfil them.

Important legal note

In UK law, a person aged 16 or 17 is still a child. The fact that someone has reached 16 does not reduce the Circle's duty of care or the protections that apply to them. All provisions of this statement apply in full to any member aged under 18.

2. Scope

This statement applies to all members, committee members, mentors, lecturers and volunteers involved in any Circle activity, whether at Ulverscroft Manor, at New Initiative Evening venues, or in any one-to-one context (in person or online).

3. Named safeguarding lead

Role	Name	Contact
Safeguarding lead	Adam Chappell	_____
Deputy safeguarding lead	[To be agreed at committee meeting]	_____

The safeguarding lead is the first point of contact for any safeguarding concern. If the concern relates to the safeguarding lead themselves, contact the deputy or the President directly.

4. One-to-one activities (including mentoring)

The mentorship programme involves one-to-one contact between mentors and Apprentice Members. The following standards apply in all cases, and are particularly important where a mentee is aged under 18:

- One-to-one mentoring of a member aged under 18 should, wherever practicable, take place in a shared space where others are present — for example, at a meeting at Ulverscroft Manor, not in a private setting.
- Where an under-18 member's mentoring session is conducted online (e.g. via Zoom), the mentor should ensure this is with the knowledge and consent of the member's parent or guardian.
- Mentors should not have one-to-one private communication with under-18 members via personal social media or messaging apps without parental awareness.



- Any communication with an under-18 member should be limited to Circle-related matters and conducted via the Circle's official channels where possible.
- It is best practice to have at least two adults present when working with an under-18 member. Where this is not possible, the mentor should inform the safeguarding lead in advance.

5. Parental awareness for under-18 members

Where a member is aged 16 or 17, the Circle will:

- Inform the member's parent or guardian of their membership and the nature of Circle activities.
- Seek parental awareness (not necessarily formal written consent, but active acknowledgment) before any one-to-one mentoring sessions take place.
- Ensure the parent or guardian is aware of who the member's mentor is.
- Provide parents or guardians with the Circle's contact details and this safeguarding statement on request.

6. Conduct standards

All committee members, mentors, lecturers and volunteers are expected to:

- Treat all members with dignity and respect.
- Maintain appropriate professional boundaries in all communications and activities.
- Never share personal contact details of under-18 members with third parties without parental consent.
- Never engage in conduct that could be considered grooming, harassment or abuse.
- Challenge or report any behaviour by others that gives cause for concern.

7. Reporting a concern

Anyone with a concern about the safety or wellbeing of a member — particularly an under-18 member — should:

1. Report it to the safeguarding lead immediately (or the deputy if the lead is unavailable).
2. Not investigate the concern themselves or promise confidentiality.
3. Not share the concern more widely than necessary.
4. The safeguarding lead will assess the concern and, where appropriate, refer it to Leicestershire Children's Services or the police.

Emergency contacts

Leicestershire Children's Services (MASH): 0116 305 0005 (office hours) / 0116 255 1606 (out of hours)

Police (non-emergency): 101

Emergency: 999

NSPCC helpline: 0808 800 5000

8. DBS checks

Disclosure and Barring Service (DBS) checks are not currently mandatory for the Circle's activities. However, the committee should keep this under review, particularly as the mentorship programme develops and as the number of under-18 members grows. The committee will seek guidance from the Disclosure and Barring Service if and when this threshold is reached.



9. Review

This statement will be reviewed annually by the Executive Committee. Any concerns or suggestions for improvement should be raised with the safeguarding lead or the President.

Leicester Magic Circle | Safeguarding Statement v1.0 | September 2026 | Review: September 2027