

# Reporting Procedure

If a player or crew member feels that they are a victim of discrimination, harassment, assault, or any other safeguarding issue, they can make a report in-person at events, or via email.

**Please note:** The Safeguarding Team cannot act upon reports that come from a third party or incidents that occur away from MGS events; including other LARP events. This is to discourage accusations based on hearsay. Any concerns, however, will be logged in a case file should an incident is be reported to the Safeguarding Team by the individual that experienced it first-hand, at one of MGS events.

The Safeguarding Team aim to make the reporting process as stress-free as possible. While there may be a specific member of the team whom you would prefer to take your report, you should be aware that all Safeguarding Team members may become involved as they collaborate, where appropriate, to agree on sanctions or further actions to take.

There are two instances where immediate involvement of the police is required: reports of common assault or sexual assault. For most reports, there are degrees of severity that can be handled and resolved internally; common assault and sexual assault are NOT counted among these. A full investigation into these complaints must be done in conjunction with the authorities once reported.

## Reporting In-Person

Where possible, the Safeguarding team prefer in-person reporting; it allows them to investigate incidents and take actions to resolve the complaint as soon as possible and with the least stress and disruption to all involved.

To contact a member of the team, you can ask a Ref to radio for one to come to you. Alternatively, you can go to GOD and request to speak to a team member. We cannot guarantee that all team members will be present at every event.

### Active Team Members:

- Gemz Nunn – Safeguarding Lead
- Hazel Rapson
- Hannah Cummins
- Alex Sargent
- Mark Ashworth

## Reporting Via Email

Reporting via email will be picked up by the Safeguarding Lead, who will check the inbox regularly. If you want to speak to a specific person on the team, you will need to include their name in the email subject line. This email inbox will only be accessed by the Safeguarding Lead and the MGS Core team (if necessary).

**Email address:** [safeguardingteam@meta-games.co.uk](mailto:safeguardingteam@meta-games.co.uk)

## Confidentiality

The Safeguarding Team are bound by a confidentiality agreement and therefore cannot discuss any complaints or reports with any outside of the team and MGS personnel. The only exception is to report a serious incident to the authorities.