



Loughborough Road
Leicester
LE4 5PN
0116 268 1426
enquiries@lopc.co.uk
www.lopc.co.uk

Registered Charity Number 1074671
Ofsted Registration Number 226869

Data Collection at the LOPC

The primary provision at the Leicester Outdoor Pursuit Centre is the provision of outdoor adventurous activities, often participated in with groups of people, though these may come as a group or as individuals who are organized together to form a group. The Centre also hires out space, both indoor and outdoors, making use of the facilities on site for linked purposes of providing well-being sessions.

Individuals and groups who visit the Centre come from Leicester(shire) and the surrounding counties to access the unique setting of the LOPC, where multiple adventurous activities can be undertaken onsite. The age-range of participants is from 5 years old upwards.

Group visits may be organised by a School – including state schools, private schools, SEND Schools or alternative education provision, by a youth group, i.e. Scouts, Girl-guides, Cadets or a youth football team), or as part of a 3rd party group such as NCS or Princes Trust. Where visits of this nature are organised, the Centre we usually work with a Liaison Officer or similar for the organising establishment. The LOPC send out a Consent form in advance of the visit, which the organizer can either complete as a 'Group Consent' (where they already hold medical records, emergency contact, permission for photography etc) – this form only requires the LOPC collecting Names and Dates of Birth for participants, alternatively, we request an 'Individual Consent' must be completed by the parent / guardian of the participant. For all of these type of sessions the liaison officer or other nominated adult(s) is usually present throughout the session(s).

All staff, including office staff and cleaner(s) are DBS checked and complete safeguard training, but the Centre avoids any situation where there is 1-2-1 working with a young person. Instructors will engage with young and vulnerable people throughout the duration of their visit on site, which may just be for a 1 hour activity session, for a half day, full day or even over a number of days where a booking is made over an extended time period.

The Centre also operates Out of School activities for young people, with an After School Club, Holiday Scheme Activities and sessions for Home Educators. For these types of sessions, the Instructor assumes loco-parentis responsibility and the Centre Manager / Welfare Officer for the Centre assumes ultimate responsibility for those on site, who are signed in and out of the Centre when dropped off / picked up by parent / guardian, who will / will have completed and individual consent form for participation.

The 3rd type of arrangement is that of 'Hire', where a disability group or other group may hire the Centre facilities, either with or without Instructors, to utilize the space or activity provision at the Centre (subject to holding the relevant qualification / approval to do so). In this circumstance the person hiring will take full responsibility for consent of participants.





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The Centre currently collects any additional data from participants on an adhoc basis. In review of the Consent forms, which typically takes place annually in the months of January / February, we can add in the request to collect information from a participant by 1-2-1 / group interview or by observation, where requested by an LOPC member of staff or approved person. This may aid collection of information for Centre purpose beyond that of the DMU research project.

Regards

Stuart Fraser
Centre Manager

