

Employability Mentoring FAQ

Q. How do I keep myself safe when meeting with my mentor/mentee?

Why is this important to address?

Whilst the project only engages with those over the age of 18 years of age, and therefore no longer considered a child in the eyes of the state, safe working is still considered essential as the basis of a quality mentoring relationship. We recognise that there may be some students although recognised as adults, may be considered vulnerable and therefore our policies and procedures at DMU exist to safeguard them. Risks are always present and should be anticipated, addressed and reviewed regularly.

What we say about it?

We aim to provide you with guidance to help ensure that you consider the risks that are involved with mentoring. These could be physical risks and emotional risks. Mentoring in this context is a low risk activity; however we are required to undertake assessments irrespective. Whilst we cannot eliminate a risk we can reduce it to a safe working level. As such we plan to provide you with a mentoring experience that is safe yet entrusts you as mentor and mentee to create and develop a professional relationship without restricting your actions. We identify risks and share these with you in our assessments through research, through review and sharing good practice with other projects and staff here at DMU. By anticipating such risks and putting actions in place we aim to reduce the risk to you to help ensure a professional mentoring experience.

Our actions and response

We will provide you with access to a risk assessment within our mentoring resources section, which highlights the anticipated risks that you may face during your time on the project. We will talk you through this if you have any questions. We provide you with a three-way agreement on our handbook which sets out basics such as maintaining confidentiality. We will also provide you with access to a meeting safely checklist to accompany the risk assessment. We will be on hand to deal with any issues that you have where you contact us. We also provide you with a complaints procedures should you be unhappy with any aspect of the projects workings and wish to report them. We are on hand in person or if not possible at the end of a phone or email should you need us for assistance to discuss any aspect of this.

How you can help

We encourage you to regularly assess risks within your mentoring as a conscious action and as good practice. Make a note of anything that concerns you and raise it with us if in any doubt. Use the risk assessment found in our resources pages and check sheet to help keep you safe. If there is any question as to what to do, please contact us. Please read all guidance and request information from us if you have any questions.

Contact us

Contact us on 07909 000127 or 0116 207 8979

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