

Side-by-Side Mentoring Programme Checklist

Well done for getting this far! Hopefully you're now feeling equipped to get stuck in with setting up a Side-by-Side Mentoring Programme in your context. Whether that's with just one young person or 20, this is an exciting moment which has the potential to be hugely significant for the lives of these young people, your mentors and your corps.

All actions must be completed before the first mentoring session takes place.

The Mentoring Co-ordinator

- ☐ Has received and read the **Mentoring Co-ordinator's Guide**
- ☐ Has completed safeguarding for leaders training
- ☐ Has assessed the appropriateness of the mentor to fulfil the role
- ☐ Has ensured the mentor has been screened and trained in line with Salvation Army safeguarding guidance and safe recruitment processes
- ☐ Is in regular communication with the corps Safeguarding Lead
- ☐ Has signed the **Mentoring Agreement**

The Mentor

- ☐ Has received and read the **Mentoring Guide**
- ☐ Has completed safeguarding for everyone training
- ☐ Has attended Side-by-Side Mentoring training
- ☐ Has signed the **Mentoring Agreement**

The Young person

- ☐ Has received and read the **Mentoring Guide for Young People and their Parents/Guardians**
- ☐ Understands the purpose of the sessions and have chosen to have a mentor
- ☐ Understands that their mentor and the Mentoring Co-ordinator will work within the Salvation Army's safeguarding guidelines
- ☐ Understands that what they share is confidential unless their mentor considers that a person has been harmed or is at risk of harm, and that they can speak to the Mentoring Co-ordinator or Safeguarding Lead at any time.
- ☐ Is in regular communication with the corps Safeguarding Lead
- ☐ Has signed the **Mentoring Agreement**

The Parent(s)/Guardian(s)

- ☐ Has received and read the **Mentoring Guide for Young People and their Parents/Guardians**
- ☐ Has agreed to the mentoring relationship suggested by the Mentoring Co-ordinator
- ☐ Are aware that mentoring sessions are confidential unless it is considered that a person has been harmed or at risk of harm, and that they can speak to the Mentoring Co-ordinator at any time.
- ☐ Has agreed they will confirm venues/times of each mentoring session with the mentor.
- ☐ Has signed the **Mentoring Agreement**