

INDUSTRY MENTORSHIP: CODE OF CONDUCT

While all mentees in the programme are 18+, we recognise the importance of taking a 'Safeguard Light' approach that reflects our participants' adult status. At the same time, we actively strive for best practice to ensure the highest standards of care and support.

Core Mentor Responsibilities

To ensure a secure and supportive environment throughout the mentorship programme, mentors are required to uphold the following core standards:

1. Prioritise Safeguarding & Safety

- **Prioritise Mentees' Welfare:** Place the safety, physical health, and emotional well-being of mentees above all other session activities.
- **Provide Safe Environments:** Maintain safe physical spaces during site visits or workplace tours, and ensure appropriate digital boundaries during virtual catch-ups or LinkedIn outreach.
- **Model Professional Behaviour:** Demonstrate professional ethics, respectful communication, and proper workplace conduct for mentees to learn from and emulate.

2. Policy Compliance & Legal Standards

- **Adhere to PLACED Policies:** Follow all PLACED Academy policies regarding Safeguarding, Data Protection, and Online Safety.
- **Operate Within Legal Frameworks:** Maintain full compliance with relevant statutory laws and professional regulations at all times.
- **Maintain Professional Focus:** Ensure all interactions, discussion topics, and outreach guidance remain directly relevant to the mentee's career development, education, and Industry Mentorship programme.

3. Active Reporting & Escalation Protocols

- **Challenge Unacceptable Behaviour:** Address inappropriate conduct immediately, whether displayed by a young person or an adult, and ensure a safe environment for all participants.
- **Follow Safeguarding Escalation:** Report all concerns regarding abusive behaviour, boundary breaches, or distress directly using established PLACED safeguarding channels.

Safeguarding Reporting Channel

- Promptly report any safeguarding concerns, disclosures, or policy breaches to: PLACED Director & Safeguarding Lead: Jo Harrop or PLACED Safeguarding Support: Matt Weir
- Contact Method: Please read '0.3 Safeguarding Young People Policy' for more information.

Step 2: Promoting Inclusion & Participant Rights

Mentors must create an environment where every young person feels valued, respected, and supported.

Inclusive Practice Principles

1. Fairness & Individual Recognition
2. Active Respect for Diversity
3. Zero Tolerance for Discrimination
4. Mindful Communication on Sensitive Topics

Key Practice Standards

- **Treat Mentees as Individuals:** Recognise that each young person has distinct strengths, learning needs, and personal contexts. Adapt mentoring techniques accordingly (refer to *Supporting Neurodivergent Young People* guidance where applicable).
- **Respect Diversity:** Value differences across gender, sexual orientation, culture, race, ethnicity, disability, socio-economic background, and religious beliefs. Celebrate the varied perspectives young people bring to the built environment sector.
- **Challenge Discrimination:** Proactively challenge prejudiced attitudes or language. Empower young people and fellow mentors to speak out if any behaviour makes them uncomfortable.
- **Exercise Communication Caution:** Handle sensitive personal issues with care, empathy, and professional discretion, ensuring appropriate boundaries are preserved and support is escalated through official PLACED contacts when necessary.