



## **GWELLA MENTORING – SAFEGUARDING POLICY**

Business Name: Gwella Mentoring

Service Type: Online & Face-to-Face Mentoring

Safeguarding Contact Email: [safeguardinggwella@gmail.com](mailto:safeguardinggwella@gmail.com)

Last Updated: December 2025

### **Purpose**

Gwella Mentoring is committed to safeguarding and promoting the welfare of children, young people, and vulnerable adults in both online and face-to-face services.

### **Scope**

Applies to all mentors, clients, parents, and anyone working on behalf of Gwella Mentoring.

### **Safeguarding Principles**

The welfare of the child is paramount. All concerns are taken seriously and acted upon promptly.

### **Types of Abuse**

Physical, emotional, sexual abuse, neglect, bullying, online harm, exploitation.

### **Online Safety**

Secure platforms, professional boundaries, no personal social media contact.

### **Face-to-Face Safety**

Public or agreed safe venues only, no isolated visits, professional boundaries maintained.

### **Reporting a Concern**

Email: safeguardinggwell@ gmail.com

In emergencies contact local authorities or emergency services immediately.

### **Confidentiality & Record Keeping**

All records are kept securely and shared on a need-to-know basis only.

### **Policy Review**

Reviewed annually.