



RELATIONSHIP POLICY

*How we form and maintain relationships to offer the most impactful support
Our Duty of Care to the programmes we deliver and the individuals we support*

DEVELOPING PROGRAMMES & FORMING RELATIONSHIPS

1. Initial meeting/call to understand the partner/individual
 - What is the need?
 - What is the opportunity?
 - Does it fit with the PPS mission and goals/outcomes?
 - Does it meet the criteria?
2. Application form (if asked to apply) / programme brief (if support is offered directly)
3. Decision to offer support
 - i) Director to make a decision based on the findings from the initial meeting, matching against criteria
 - ii) Inform Trustees or refer for further advice
4. Agreement meeting
 - Agree the support provided
 - Relay expectations of partners and individuals
 - Understand PPS' policies
 - A formal agreement is put in place with all our delivery partners and individuals
 - Sign the agreement

MAINTAINING RELATIONSHIPS

- Individuals: PPS Mentor to maintain personal contact through informal mentor meetings (with reporting)
- Delivery programmes to groups: 4-monthly programme reviews
- Additional programme and individual monitoring through regular communication from PPS/mentors

PROGRAMME RENEWAL

Decision to renew or cease based on 'Impact & Engagement Score' given to each delivery programme and individual at the end of their programme.

I&E score from 1-5:

1-2 Support with cease

3 Refer back to steps 2-4 above – for a decision on whether to continue support

4-5 Refer back to steps 2-4 above – where support will be offered or cease if the natural end point has been reached

Communication at the end of each programme to inform the partner or individual

OTHER CONSIDERATIONS

- PPS appoints the most appropriate mentor for each individual based on relatedness
- The Safeguarding at PPS policy is in play throughout any programme