

# the Paper

## Overview for Mentors

Cambridgeshire Education Business Link Organisation (CEBLO) publishes a 36 page tabloid newspaper, written and edited by young people between the ages of 10 and 18. The Paper is supported by local Newspapers, public funding and commercial sponsorship.

The Paper will be distributed throughout Cambridgeshire and Peterborough with an initial print run of 100,000 copies. Copies will be mailed to Reporters from other parts of the UK and to Foreign Correspondents and back issues will be available through the website.

All young people in this age range will be able to submit stories, as Reporters, through a registered Bureau. In most cases this will be a School, College, Youth Club or Library who have signed an agreement to take part and where there is a named person responsible for submissions. CEBLO will act as a Bureau for Foreign Correspondents.

Each edition will be edited by a group of 20 young people. This Editorial Team will operate within the website, writing and editing stories submitted by Reporters to one of seven newsrooms: Current Affairs, Culture, Lifestyle, Sports, Learning, Work and Careers and Features.

Members of the Editorial Team, for each edition, will be supported by **Mentors**. These will come from the supporting organisations and newspapers as well as freelance journalists, writers, photographers, designers and artists. Mentors are asked to attend some of the three training sessions (organised on Saturdays) offered to each Team and to provide their contact details so that young people can ask them for advice. Mentors do not need to attend all of the training events but attendance at one of, or part of, a session would be appreciated. Review and Training sessions will be available to Mentors with details circulated by email.

If you would like to act as a Mentor please complete the following form and return it to CEBLO.

### **Please Note:**

**Mentors will have contact with young people at the training sessions and via phone or email. Because of this they must agree to be Police Checked using The Criminal Records Bureau's Disclosure service. Information on how to do this will be sent to you with confirmation of the receipt of your registration form. There is no charge.**



## Mentor Registration Form

<b>Name</b>
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<b>Address and Postcode</b> (Please make sure to provide full contact details here):     <b>Contact Telephone:</b> <b>Email (essential and clear please):</b>
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<b>Brief details of experience</b>
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<p><b>Code of Conduct:</b> Mentors agree to support the young journalists involved in the Editorial Teams for The Paper in a safe and supportive manner. They must not, at any time, put themselves in a one to one situation away from public view with any young person involved in this project. Any exchange of contact details must be treated with the utmost confidentiality. They must not arrange any meetings with members of the Editorial Team (with the exception of the training days arranged by CEBLO) unless written permission is gained from that young persons school <i>and</i> parents/guardians. Copies of any permission should be sent to CEBLO.</p>
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I have read, and agree to abide by, the Code of Conduct and agree to undertake a police check.

Signed:

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Date: