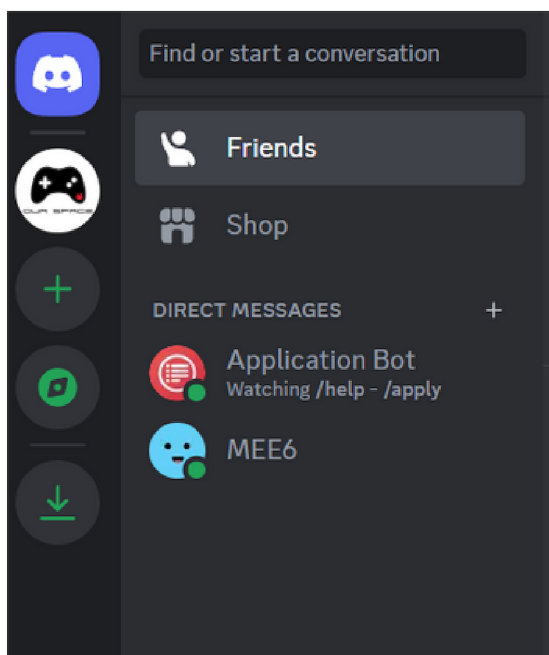
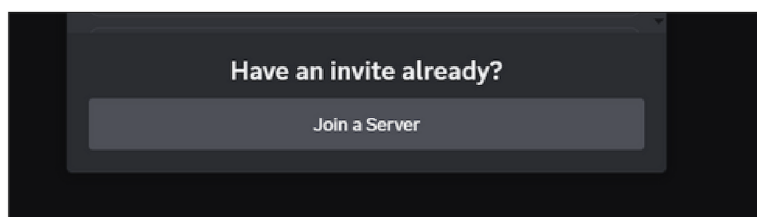


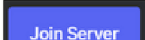
Welcome to Our Space!

If you have registered with an IAF mentor or have joined the Prince's Trust Team programme, you will be invited to join Our Space, a virtual safe space run by and for young people across Nottinghamshire. This private virtual network allows you to connect with others, make plans, access support and shape IAF services for future generations.



1> Your mentor will text you a link to the Our Space community. If you are already signed up with a Discord account, click the + icon on the left side bar to add a new server. On the 'Create your server' pop up, click the Join a Server button.

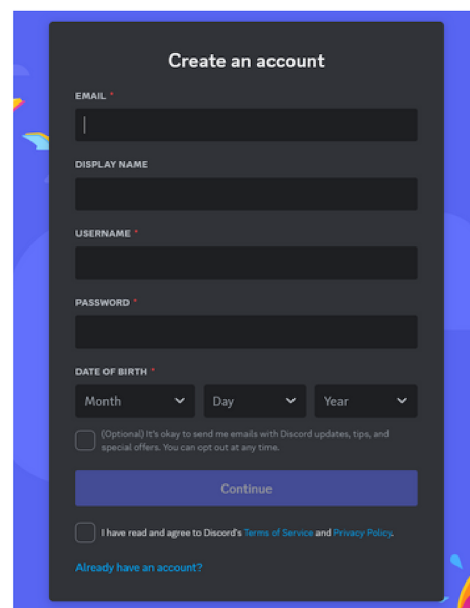


Enter the URL given by your mentor in the next box and click the  button.

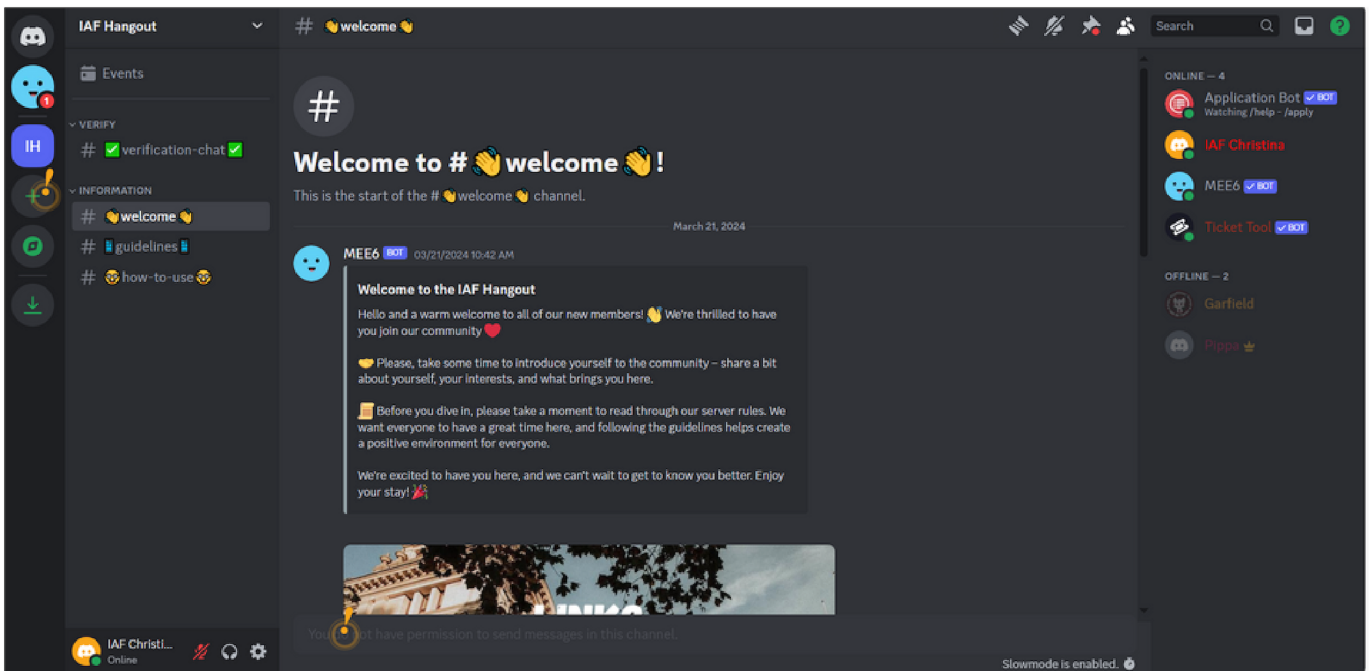
If you are not already signed up to the Discord platform, you can create a free account at discord.com before following the steps above.




Discord has its own community guidelines and policies that protect users from harmful content and behaviours online. By creating a Discord account, you agree to these terms of use which form the base of IAF's safeguarding for young people accessing Our Space.

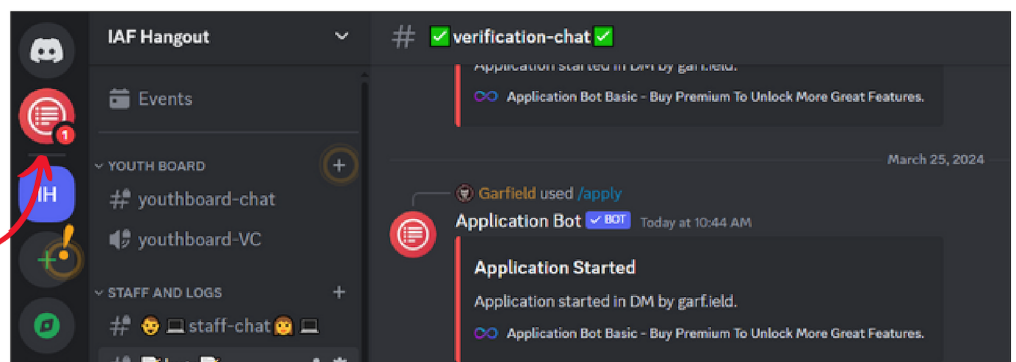


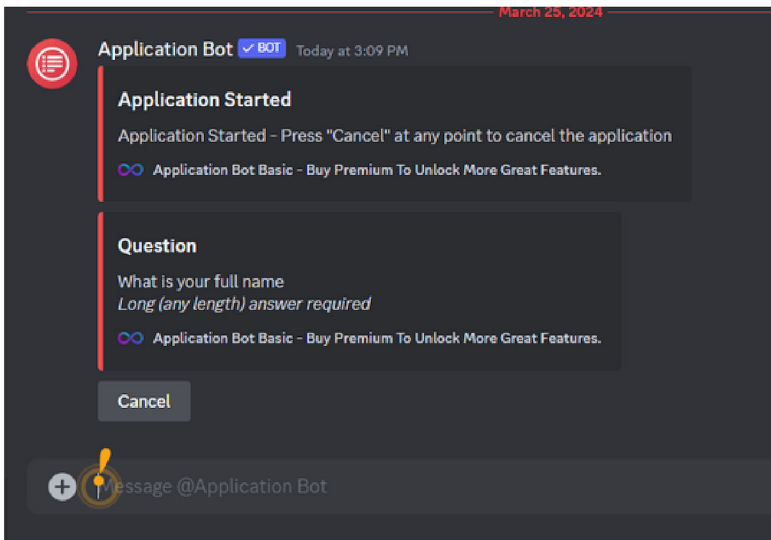

2> When you have joined the Our Space server, you will be able to access welcome information, our community guidelines, and for new users a handy #how-to-use channel, please read this quick-start information to help us keep our community safe, inclusive and accessible for all.



3> If you're happy with everything you've read and want to access the full server, you'll need to submit an application through the **# verification-chat** channel. To start this process, click into the channel and type /apply.

 **Look out for the Application Bot DM on the left sidebar!**






3> The application bot will ask you 4 questions:

Your full name (*as they appear on your IAF registration form*)

Your date of birth

Who referred you (*Mentors/Team Leaders Name*)

Your location (*Mansfield, Worksop or Nottingham City*).

Answer the questions before clicking the  button. Applications are reviewed daily by IAF staff and incomplete applications will be rejected.

Why do I need to do all this?

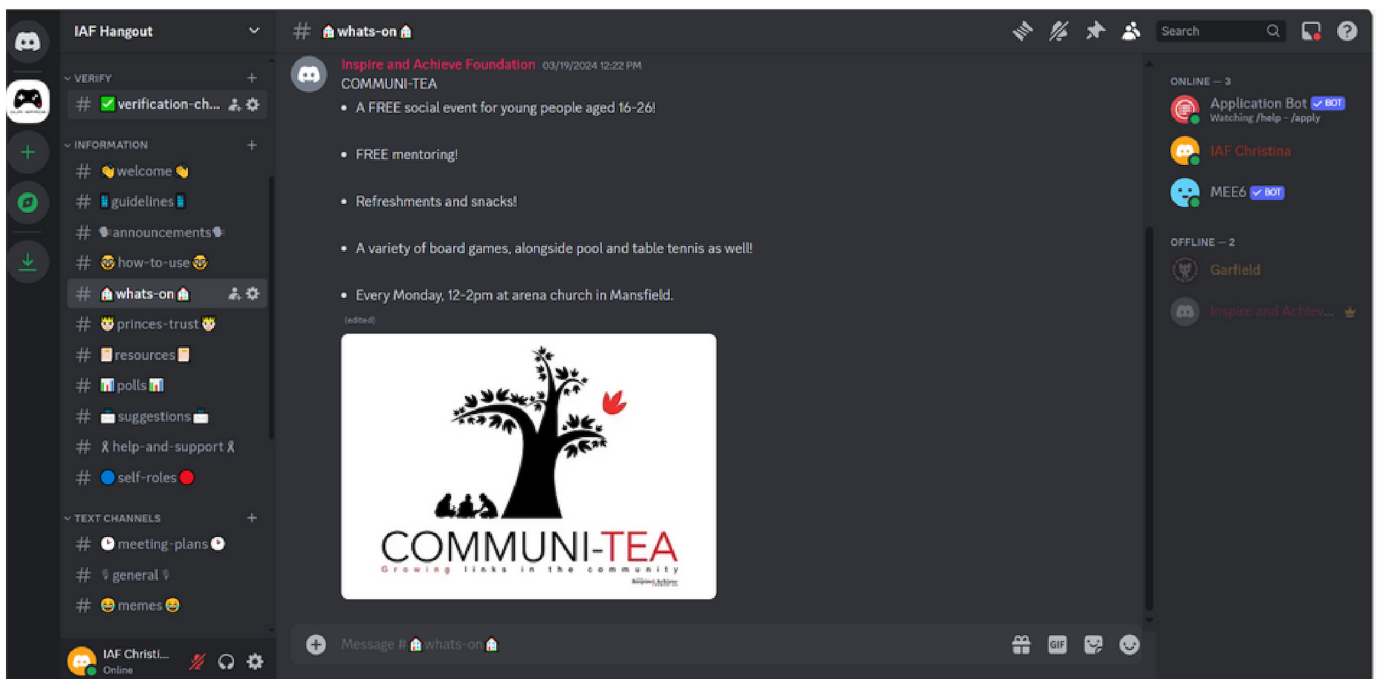
Throughout the design and development of this platform, young people have repeatedly told us that Our Space must be a closed, private group and shared their experiences and concerns about cyber-bullying. This human verification of new users, against IAF's internal records, ensures the platform remains accessible to only those accessing our programmes.


What can I do if my application is rejected?

Applications to join the server will typically be rejected if the details given do not match your IAF registration form or the application is incomplete.

If you believe your application has been rejected by error, please speak to your Mentor/Team Leader or get in touch via info@inspireachieve.co.uk

4> Now you will have full access to the Our Space server including a range of text and voice based channels for staying informed, finding support and, most importantly, socialising. If you are part of the Prince's Trust Team programme, you will also be automatically added to your groups private chat.



5> If you have any questions about Our Space, or should you ever need to raise a complaint, you can raise a ticket in the  `# complaints-admin-a...` channel.

Do I have to continue in the group?

We hope all users will find content and connections through Our Space that matches your interests and shared journey towards education, employment or training. If you decide Our Space is not for you, you can leave the server at any time. Just click onto the

 **Leave Server**



option in the server drop down menu.

This will not affect your continued support through our mentoring and/or Team programmes.