

Date: _____

Record of Weekly Mentoring Session

Mentoring meetings take place during each week of school experience starting 2 weeks before the student teacher begins their teaching timetable. The School-based Subject Mentor should complete this form, although both mentor and student teacher have a shared responsibility for ensuring its accuracy and availability for inspection as a source of practice evidence in support of progress towards the Teachers’ Standards 2012. **Please draw on all available evidence from the week to help you consider progress made (both subject specific and more general professional development) and to agree new targets.**

Review of progress against previous targets since last mentoring session / Discussion notes:		The Teachers’ Standards 2012	
_____		T1 Set high expectations which inspire, motivate and challenge pupils	
_____		T2 Promote good progress and outcomes by pupils	
_____		T3 Demonstrate good subject and curriculum knowledge	
_____		T4 Plan and teach well-structured lessons	
_____		T5 Adapt teaching to respond to the strengths and needs of all pupils	
_____		T6 Make accurate and productive use of assessment	
_____		T7 Manage behaviour effectively to ensure a good and safe learning environment	
_____		T8 Fulfil wider professional responsibilities	
_____		PPC A teacher is expected to demonstrate consistently high standards of personal and professional conduct.	
<i>Please make particular reference to the Teachers’ Standards in the following section:</i>			
New targets (We suggest no more than 3 targets per week. Please ensure that targets: are clearly linked to the Teachers’ Standards; draw upon Formal Lesson Observation Final Page where appropriate; are SMART; and clearly define expectations – What needs to be done? Why? Who can help? Where can help be found? When does it need to be done by?):			

Mentor comments on the quality of the student teacher’s Progress File, Teaching File, Evidence Logs, Standards evidence (T1-T8), Subject Knowledge Development Log and any other professional qualities demonstrated (PPC):			

In respect of the Progress File, Evidence Logs and Subject Knowledge Development Log, please tick to confirm the following:			
Up to date: <input type="checkbox"/>	Well organised: <input type="checkbox"/>	Evidence of student teacher lesson evaluation: <input type="checkbox"/>	
If any of the above are not ticked, please indicate associated target/s for next week:			
Has the student any safeguarding concerns about their pupils this week?	<input type="checkbox"/> (tick if yes)	Action taken:	
Can they confirm who they should contact if such concerns do arise?	<input type="checkbox"/> (tick if yes)		
T2: Overall Impact on Pupil Progress:	Dev/Ach/Good/High	Overall Progress Against Teacher Standards:	Dev/Ach/Good/High

Signed: _____ (mentor)

_____ (student teacher)