

The professional mentor

The professional mentor is responsible for organising trainee teachers' programme of activities outside the specialist subject and along with senior leaders liaising with the University to ensure the quality of provision.

However, in general, and as appropriate to the stage of training, professional mentors will:

- assign trainee teachers to a tutor group;
- arrange opportunities for observation outside the specialist subject;
- arrange opportunities for experience in a second subject during Block placements;
- provide opportunities for trainee teachers to attend appropriate school meetings;
- provide an appropriate programme covering the issues identified for each stage of training.

In line with the University programme of taught sessions, ensure that trainees have opportunity to attend taught sessions either in school or at University on relevant and current educational policy topics;

our suggestions are:

- classroom organisation and management
- teaching and learning styles
- behaviour management and pastoral care
- Special Educational Needs, including the exceptionally able
- teachers' legal responsibilities
- British values
- Radicalisation and extremism
- inclusion and EAL
- Assessment for Learning
- equal opportunities and inclusion
- monitoring and assessment procedures
- information and communications technology
- review of school policies
- personalising learning
- assessment and reporting
- literacy and numeracy, including systematic synthetic phonics
- raising aspiration and removing barriers to achievement
- job applications and interview techniques
- liaison with parents/carers and the community

They will be instrumental in quality assuring that, the trainee teacher has been:

- Provided with a school mentor ensuring opportunities for checking, signing and grading (where appropriate) evidence in trainee teachers' Professional Development Profiles which contributes to the achievement of the Teachers' Standards. This will include monitoring trainee teachers' completion of the Professional Development Profile Tasks;
- moderate observation of the trainee teaching and give mentors and subject teachers feedback;
- moderate the subject mentor's assessment of the trainee teacher;
- provide support for subject mentors in target setting and assessment;
- contribute to the completion of the Placement Assessment and Evaluation Report at the end of each placement;

- or arrange for another trained mentor to moderate, the final assessment of the trainee teacher's achievement of the Teachers' Standards.
- liaise with the trainee, teachers and University tutors where problems arise; and where there may be a cause for concern, ensuring that all parties are aware of emergent risks to the successful completion of the course by the trainee.
- In unity with the University Tutor monitor the identified actions in response to a cause for concern in order to initiate a path of progression back to the trainee making effective and or better than expected progress towards completion.