

## Training Provision for Key Personnel

1. The Mid Essex ITT Scheme is committed to providing the staff involved in training the trainees with training for their own development.

### 2. Mentors

2.1 Each year funds are allocated for mentors to participate in mentor training sessions. These take place at two major times across the year:

2.2 The main training session takes place in the second half of the summer term and is aimed at new and inexperienced mentors. However, the training day also offers opportunities for more experienced mentors to develop their mentoring skills.

2.3 The second session in February concentrates on supporting mentors in making the transition from 'A' Placement to 'B' Placement as a smooth and straightforward one. This training day also provides the opportunity for LSMs to meet with Mentors and support their development as subject mentors.

2.4 The consortium will offer training to new mentors early in the autumn term if, for whatever reason, they are unable to attend the July training.

### 3. Lead Subject Mentors

3.1 LSMs meet throughout the year with their Subject Mentors in order to support them in implementing the subject specific programme that is developed at the beginning of each year.

3.2 During these meetings LSMs are able to identify with mentors any training needs which they may have and recommend these to the Course Tutor/Programme Manager.

3.3 LSMs also have the opportunity to share good practice and learn from other subject leaders in other ITT providers.

### 4. Professional Mentors

4.1 PMs are invited to the differentiated training day during which they will either participate or lead particular sessions and so further their own professional development.

4.2 The selection criteria for Professional Mentors highlights the need for professional mentors to have had some experience of initial teacher training and therefore their training needs are quite different to the training needs of LSMs and Subject Mentors.

### 5 Mentor Training timeline

Date	Focus
July	New and inexperienced mentors
September	New mentors who missed July training
February	A to B handover - opportunity for mentors to discuss the needs of the trainees Workshops on skills required as identified from term 1 review