



MENTORING FOR GRADUATE TEACHERS Policy

Purpose:

To provide Graduate Teachers with support, direction, contacts, feedback and essential information whilst building collegiality, confidence and performance.

Guidelines:

- Each first year Graduate teacher will be assigned a school based 'Victorian Institute of Teachers' (VIT) trained and accredited Mentor at the commencement of the school year.
- Second, third and fourth year Graduate Teachers will be assigned an experienced teacher as a Mentor at the commencement of each school year. Other teaching staff can also elect to be assigned a Mentor Teacher on a year-by-year basis.
- Designated Mentors will initially meet with their Mentorees early in Term 1 to determine meeting schedules and support structures.
- Selected because of their experience, knowledge and ability to share best practice, assigned Mentor Teachers will be expected to undertake the following with their Mentorees:
 - Work collaboratively to develop successful teaching strategies and learning activities that cater for student diversity and learning needs
 - Reflect on and critically evaluate the effectiveness of teaching plans and practices
 - Assist with implementation of successful classroom management strategies
 - Provide appropriate guidance in regards to assessment and reporting requirements
 - Participate in team-teaching situations and modelling of successful teaching and learning practices
 - Assist with understanding and implementation of school priorities, policies and programs
 - Provide ongoing support with the development and implementation of Individual Professional Learning Plans
- In collaboration with their assigned Mentors, first year Graduate Teachers are required to meet the following requirements for full VIT Registration
 - Complete the Analysis of Teaching and Learning
 - Complete and compile records of collegiate classroom activities
 - Complete listing and comment on a range of professional activities undertaken
 - Present evidence to fulfill the requirements for full registration. NB. Portfolio
 - Submit application for full registration to the VIT
- As for all staff at Epping Views Primary, Graduate Teachers will develop Individual Performance Development plans in consultation with their Professional Learning Team and the Principal, based on personal development needs, student learning, School goals and Systemic priorities.
- The successful implementation of this policy will be dependent on regular annual feedback in a survey format, encompassing Staff Opinion Survey and Leadership Survey.

This policy will be reviewed annually.

This policy was last ratified by School Council in....

November 2008