

Download the materials from the EDT portal in case you can't access the portal during the meeting.

Get to know your ECT. Check in with them. Check they are ok.

Genuinely engage with the evidence base and the research.

Don't worry if you don't get through everything in the session. Use it as a tool, not a prescription.

Be patient, be kind and be available. Remember, this is their first year in the profession. You want them to stay!

Schedule time to prepare for the sessions. Otherwise, you'll never have time to do it properly!

Don't be afraid of the silences. Allows ECTs to develop their thinking without giving the answers.

Take on board new learning yourself too!

Ensure your school are giving you sufficient time to do your mentor role and attend the training sessions.

Don't take things to heart if your ECT is struggling.

Stay up to date with the block content.

Identify what your ECT is good at and keep reminding them of this!

Model the scripts that you create and get the ECT to do the same.

Don't be afraid to reflect on your own practice too and learn together.

Use the GROW model and the prompt questions to help your ECT become more self sufficient.

Engage with the block resources BEFORE the meeting.

Ensure your ECT does their self study before the meeting, so the meeting focuses on coaching, not on introducing content.

Feel confident to adapt and tailor your mentor meetings to suit your year group and setting.

Create a relationship where lesson drop-ins are normal – both ways.

I wish I'd appreciated how much I was going to learn at the beginning of the programme.

Talk to other mentors doing the same role to share tips and find solutions to common problems.

Ensure there is time in the meeting to raise any pressing issues. Be aware of time when doing this so it remains solution focused, not just moaning!

Check that your ECT knows when the block content needs to be completed and when their face to face events will take place.

Make use of the one-page summaries.

Be confident in your experience and what you already know.

Have challenging conversation early.

Ensure you get into your ECT's classroom to see them teach.

Remember to explain the WHY.

If you have multiple ECTS, hold group meetings to explore the evidence base. Then have a shorter 1:1 meeting to look at individual practice.

Act immediately if alarm bells start ringing.

Rehearse and practise with your ECT from the beginning so it becomes routine.

Use your professional judgement. Sometimes, you might need to merge two meetings together.

Enjoy the role. You are going to make a difference to someone's career.

Give the ECT time to reflect.

Make sure you have tea and biscuits!

Keep positive and celebrate each success as you go.