# Highfield Level 4 End-Point Assessment for ST1379 Learning and Skills Mentor Mock Assessment Materials

## Professional discussion underpinned by a portfolio of evidence

| | Professional Practice | | |
|---|---|---|---|
| **Ref** | **Assessment Criteria (Pass)** | **Professional Discussion underpinned by a portfolio of evidence** | |
| | | **Achieved** | **Not Achieved** |
| **PP1** | Explains the roles and responsibilities of a mentor identifying opportunities for continual professional development in own practice and identifies the organisational and professional boundaries, legal and ethical requirements of mentoring (K1, K14, B5) | | |
| **PP2** | Explains how to plan for mentoring sessions to ensure they are prepared and explains how they review, and revise action plans on an ongoing basis (K3) | | |
| **PP3** | Explains the impact of own values, beliefs and behaviours on mentoring practice (K10) | | |
| **PP4** | Explains the importance of personal resilience and adaptability when dealing with challenge and change, maintaining focus and self-control (B3) | | |
| **PP5** | Illustrates how they apply evidence-based practice informed by research to their mentoring planning and delivery (K16, S14) | | |
| **Ref** | **Assessment Criteria (Distinction)** | **Professional discussion underpinned by a portfolio of evidence** | |
| | | **Achieved** | **Not Achieved** |
| **PP6** | *Analyses own values, beliefs and behaviours with regard to mentoring practice, how they have adapted when dealing with challenge and change, and the potential impact of these on the agreed outcomes for mentees (K10, B3)* | | |

| Ref | | Achieved | Not Achieved |
|-----|---|----------|--------------|
| **PP7** | *Analyses the impact of CPD on their own practice (K14)* | | |
| **PP8** | *Analyses the impact of evidence-based practice on outcomes for mentees (K16, S14)* | | |

| **Communication** | | | |
|---|---|---|---|
| **Ref** | **Assessment Criteria (Pass)** | **Professional Discussion underpinned by a portfolio of evidence** | |
| | | **Achieved** | **Not Achieved** |
| **C3** | Describes how to establish and manage the mentoring contract and explains ways in which this can be managed, and where relevant including other stakeholders (K2, S2) | | |
| **C4** | Explains how to provide accurate and relevant vocational/pastoral advice and guidance to meet mentee needs, including points of referral to other professional services (K11) | | |
| **Ref** | **Assessment Criteria (Distinction)** | **Professional discussion underpinned by a portfolio of evidence** | |
| | | **Achieved** | **Not Achieved** |
| **C6** | *Evaluates the methods of establishing and managing the mentoring contract for the mentor, mentee and other stakeholders considering the impact on the practice of themselves and others (K2, S2)* | | |

| **Assessment** | | | |
|---|---|---|---|
| **Ref** | **Assessment Criteria (Pass)** | **Professional Discussion underpinned by a portfolio of evidence** | |
| | | **Achieved** | **Not Achieved** |
| **A1** | Describes strategies to assess starting points of mentee, including potential barriers to development (K6) | | |

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|---|---|---|---|
| | | Achieved | Not Achieved |
| A2 | Explains ways in which starting points can be established and how assessed starting points can be used to establish agreed outcomes of the mentoring process (S6) | | |

| Ref | Assessment Criteria (Distinction) | Professional discussion underpinned by a portfolio of evidence | |
|---|---|---|---|
| | | Achieved | Not Achieved |
| A3 | *Analyses strategies to assess starting points and ways in which these can be used to establish agreed outcomes of the mentoring process (K6, S6)* | | |

| Monitoring | | | |
|---|---|---|---|
| Ref | Assessment Criteria (Pass) | Professional Discussion underpinned by a portfolio of evidence | |
| | | Achieved | Not Achieved |
| M2 | Describes how to maintain records of mentoring practice, explaining how they comply with the organisational and legal requirements for recording, storing and sharing personal information (K5, S5) | | |
| M3 | Explains the ways in which they monitor and reflect on their own mentoring practice and supervision to develop self (K15, S13) | | |