

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	<i>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)</i>		

PP7	<i>Analyses the impact of CPD on their own practice (K14)</i>		
PP8	<i>Analyses the impact of evidence-based practice on outcomes for mentees (K16, S14)</i>		

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	<i>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)</i>		

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)		

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	<i>Analyses strategies to assess starting points and ways in which these can be used to establish agreed outcomes of the mentoring process (K6, S6)</i>		

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)		