



UNIVERSITY
of York

The Department of Health Sciences

Mentor Preparation Programme: Pre-Course Briefing

Essential Information for Student Mentors and Supervising Mentors

Student Mentor:

1. Pre-registration nurse/midwifery students must be available through allocation or spoke arrangements in your work area during the time the Student Mentor is on the programme
2. The Supervising Mentor will be accountable for the progression decisions made with the Student Mentor
3. 100% attendance at classroom based activities is essential for completion of the programme. Failure to attend will result in programme failure
 - *Exception:* Students may miss ONE day only (this can only be for EMERGENCIES, ie sickness) and must complete the workbook for that day. This must be submitted with your portfolio. Failure to submit this will result in programme failure. **Please note that Annual leave is not an exception and if leave is booked on any of the dates then you should NOT apply for the module and should look at the next intake.**

(Usual university regulations apply to resubmission attempts, mitigation and appeals)

Supervising Mentor:

1. The Student mentor must have a named supervising mentor who has attained sign-off status on the organisational or University register.
2. The Supervising mentor is responsible for:
 - a. ensuring they are on the organisational or university mentor register
 - b. meet the NMC Standards to support Learning and Assessment in Practice to support the student mentor and pre-registration student (NMC 2008)
3. Supervising mentors are responsible for overseeing and countersigning meetings and other records
4. The supervising mentor remains the mentor to the pre-registration student nurse/midwife and will be accountable for progression decisions
5. Learning contracts and objectives in the student mentor portfolio should be related to student mentor learning, **not** nursing student development
6. **All** Domains must be completed. Objectives must be relevant to each domain as explained in the portfolio – if unsure please check with your module facilitator