



# **ROMPERS PRIVATE NURSERY**

## **MENTORING FRAMEWORK POLICY**



### **Policy Statement:**

At Rompers we are committed to the learning and development of our staff and our mentoring framework is designed to provide a consistent approach to learning and development. Our mentoring framework is underpinned by the Scottish Social Services Council (SSSC) codes of practice and the National Care Standards and other relevant legislation.

### **Aims of this Policy:**

- We recognise that mentoring is a valued element of the staff development framework.
- We aim to provide a consistent mentoring approach which gives a clear vision and purpose that everyone shares and understands.
- We aim to provide a tailored mentoring framework that is flexible to support the needs of Rompers and of the individual and fully supported by management.
- We aim to provide clearly defined roles, responsibilities, for mentors and mentees as detailed in our induction coaching guides.
- We aim to ensure that mentoring is not confused with, or substituted for, the annual performance appraisal system.

### **Procedures:**

- Management will organise ongoing coaching/training for mentors.
- Management will provide induction training for mentors.
- Management will provide clear statements on the roles and expectations for all parties.
- Management will encourage staff to volunteer as mentors. This may include identifying potential participants.
- Management will base mentor selection on a list of skills that are consistent with the mentoring framework's objectives.
- Management and mentors will support mentees to establish clear goals and development objectives.

### **Monitoring:**

- Management will monitor and evaluate the mentoring practice.
- This policy will be reviewed and updated on an annual basis to ensure good practice is maintained.