

# POLICY AND PROCEDURE

## MENTORING FOR NEW GOVERNORS POLICY AND PROCEDURE

DOCUMENT CONTROL			
SLT owner:	Principal	Together With:	Clerk to the Corporation
Date created/updated:	July 2016	Review Date:	September 2019
Approval Need by SLT:	Yes/ No	Date Approved:	-
Approval Need by Governors:	Yes / No	Date Approved:	July 2016
Approval Need by Unions:	Yes /No	Date Approved:	-
Impact Assessment Date*:	July 2016	Job Title of Assessor:	Clerk to the Corporation
Audience:	Staff: Yes /No	Students: Yes /No	Public: Yes /No
<i>If approval is not required by SLT/Governors/Unions please give reason, ie name changes only.</i>			
<i>* If the contents of this policy have been copied from an existing policy with <b>no changes</b> please insert the date of the original Impact Assessment and Assessor in the table above.</i>			

### AIM(s)

To advise on Mentoring arrangements available for new Governors on the Shrewsbury Colleges Group

A Mentor is an experienced Governor who is paired with a newly appointed Governor for the first year of office. The aim of the mentoring system is to ease the introduction of the new Governor to the Governing Body by providing a known and friendly face and to provide someone who can help navigate through what may be a mass of new jargon, terminology, structures and procedures.

There are no prescribed activities as Governors come from a variety of backgrounds and some will require more support than others. However, some of the steps a Mentor can take are as follows:

- arrange an initial introductory meeting with the new Governor to explain the background and workings of the Governing Body and to answer any questions.
- meet with the new Governor before Governing Body meetings to go through the Agenda and papers with him/her, if the new Governor needs this level of support.
- be available as a sounding board and someone to whom the new Governor feels comfortable to turn to for help and advice – e-mail /phone contact for queries, questions and support.

Further help and advice are always available to both Mentors and new Governors from the Clerk to the Corporation and the Chief Executive/Principal