



Learner Mentor Program

How it Works

Students and Learner Mentors

Each Learner Mentor will work with students from Years 7 - 9 and Years 10 - 12 and will have regularly scheduled meetings with them. Learner Mentors will need to meet individually with students on at least two occasions during a term. By the end of the year they will have met with each of their students on eight occasions.

Learner Mentors will assist students in the setting of personal and academic goals, will keep a close eye on their progress in all subject areas, and will be a first point of contact for students.

Students from the same family will be allocated the same Learner Mentor group where possible. Learner Mentor groups meet most mornings and for at least one period a cycle.

Parent - Student - Learner Mentor Meetings

The entire program is embodied in the Learner Mentor meeting. At these meetings there will be discussion and analysis of subject teacher comments, assessment task records and the setting of goals and strategies. Parents / carers will meet with the student's Learner Mentor in term one and term three. During term two there is an opportunity to meet with subject teachers. Parents-Student-Teacher meetings are compulsory and each meeting takes 15-20 minutes.

Subject Teachers

Subject teachers assess each student in relation to academic progress and class conduct during each term. This information is made available to parents at the Parent-Student-Learner Mentor meetings.



Role of the Learner Mentor

Learner Mentors, through their close contact with their students, have the opportunity and responsibility to promote the vision and mission of our College. In particular, the Learner Mentor should create a classroom environment where each person feels accepted, valued and engaged while also fostering Christian attitudes towards themselves and others.

In addition to monitoring academic progress, the Learner Mentor is the key person for the pastoral care of the student and needs to be aware of students requiring enhancement or with difficulties, whether social, physical or academic.

The responsibilities of the Learner Mentor are:

- To develop a positive rapport with their students so that each student sees their Learner Mentor as someone who is interested in their academic progress as well as their growth and development as a person.
- To be actively involved with the subject teachers, administration and parents in helping the student find the resources they need to be successful.
- In getting to know their students' needs, interests and academic and personal history, become an advocate for the student.
- To function as the key school contact for any concerns and questions.
- To seek additional assistance from subject teachers or college support staff to help address the needs of their students.
- To meet with the students daily during morning Learner Mentor time and to meet individually with each student on a regular basis.
- To work with each student and their parents / carers to set long range and short range goals.
- To monitor student academic progress and discuss successes and concerns with both the parent / carer and the student.
- To have a basic understanding of all subject areas and assist students in their planning.
- To monitor attendance and punctuality.
- To monitor the correct wearing of the College uniform.
- By the end of each term, to conduct a meeting with each student from their respective Learner Mentor Group (LMG)
- To meet with the parent / carer and the student during Learner Mentor Week and / or as requested.

What are the outcomes for your child?

Through the Learner Mentor Program, we expect that students will:

- Be better organised and highly motivated
- Be more able to self-manage their conduct
- Be more confident and progressively take control of their learning
- Have a mature approach to learning and teaching
- Take control of their learning
- Be known and understood



- Have no anonymity.

This should result in:

- Constant and consistent communication between subject teachers, parents / carers, Learner Mentors and students.
- A breaking down of formality and an improved relationship between parent / carer, student and the Learner Mentor.

What can I do as a parent / carer to help my child?

Despite the facts that student can focus on:

- Social media
- Television
- Gaming consoles
- Smartphones;

Fostering an environment conducive to working efficiently. Establish a comfortable 'work zone' with:

- Good lighting
- Comfortable seating
- Minimal distractions.

Help establish a nightly homework plan that includes:

- Time for rest / relaxation / household chores
- Time for food / snacks and entertainment
- Time for work.

Work with your child's Learner Mentor to achieve the best possible outcome!



Roles and Responsibilities

The Learner Mentor, the subject teacher, the student and parents / carers all have their own role to play if we are to provide the best possible education for your child. Effective two-way communication between the school and home is essential for the program's success. The roles and responsibilities of each are outlined briefly for you below.

Learner Mentor	Subject Teacher	Student	Parent / Carer
Meet with students during Learner Mentor time.	Seek background information on students from Learner Mentor as necessary.	Attend all Learner Mentor times.	Review academic progress on a regular basis.
Lead students in daily prayer.	Ensure the Learner Mentor is informed when contacting / meeting parents.	Review academic progress.	Follow school attendance procedures.
Meet with students and parents to monitor academic progress.	Work closely with the Learner Mentor regarding significant achievement / management issues.	Follow school procedures.	Meet with the Learner Mentor and/or subject teachers to monitor progress of the student.
Monitor attendance of students.	Contact the Learner Mentor if the student is at risk in their learning.	Meet with the Learner Mentor and/or subject teachers to monitor progress as necessary.	Advise Learner Mentor of significant issues that may influence student learning.
Provide students with opportunities to become aware of daily news and announcements.	Monitor student attendance in their subject.	Work collaboratively with the Learner Mentor and parents to complete their learning plan.	Work collaboratively with the Learner Mentor and student to complete their learning plan.
Refer students to support personnel when appropriate.	Enter data on student progress on a regular basis.		
Maintain student records.	Teach the student the relevant curriculum.		
Motivate and engage students.			
First point of contact for parents / carers.			