

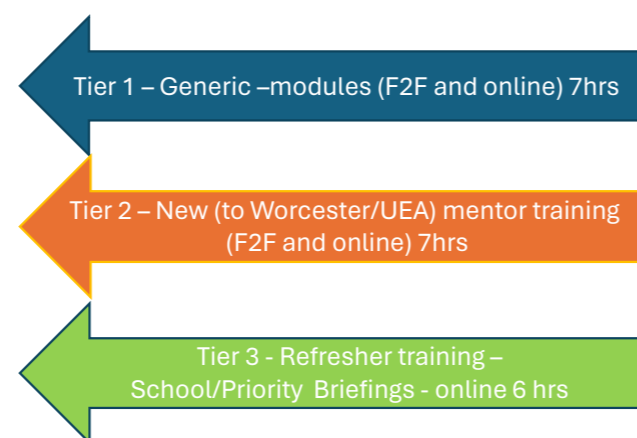
Mentor Training Summary

From September 2024 all teacher training providers must ensure that all trainees have access to expert mentors to support the delivery and practice of training. This is not new! This summary outlines the new requirements to map the minimum 20 hours of initial training time for mentors. Once complete, mentors simply need 6 hours of refresher training annually.

Make sure your school claims the £876 per mentor available from the DfE in 2024/25.

The mentor curriculum at UEA is designed to be as pain free as possible, has online and face-to-face options and will be delivered throughout the academic year. Administrators at UEA will track and support schools to claim the funding.

The training is designed in three tiers as outlined below:



Funding (text adapted from [Initial teacher training reform funding guidance](#))

Schools can claim £876 (£43.80 per hour) per mentor at the end of the 2024/25 academic year and will be paid in arrears between September 2025 and January 2026 for any mentor that mentors at least one trainee and completes the training.

Schools can claim for the actual hours of training undertaken by the mentor to a maximum of 20 hours, per accredited provider. If a mentor undertakes fewer than 20 hours due to exemption, the funding is calculated per hour

A school cannot claim funding if a mentor completed their training but does not work with a trainee, unless this is due to trainees withdrawing before mentoring could start.

Placement schools will be able to submit a claim via an new gov.uk service. The service will open in spring 2025 and schools will be able to submit claims once mentors have completed their training. The DfE will begin communicating details of this new service to schools and providers from September 2024.

Tier 1 - Once

6 Hours + 1 Hour Skills Audit

- WHO:** All mentors hosting a trainee from 2024/25
- WHAT:**
- Effective Mentoring
 - Instructional Coaching
 - Giving Effective Feedback
- HOW:** Face-to-face (sessions start in June 2024) OR online course
- Mentors who hold NPQLTD
 - Mentors who are ECT mentor trained
 - Mentors who hold another coaching qualification
- EXEMPTIONS:**
- Mentors trained in school by UEA staff
 - Mentors who have completed training with other providers and checked this with UEA.
 - Mentors who have completed these modules with NASBTT

Tier 2 - Once

7 Hours

- WHO:** All mentors hosting a trainee from 2024/25
- WHAT:**
- New to UEA Mentor Training - The UEA Way
 - The Trainee Curriculum
 - Phase and Subject Specific Coaching
 - Mentoring on Mentoring
- HOW:** Face-to-face OR online course
- EXEMPTIONS:**
- Mentors who completed 'New to UEA' training in 2024-25

Tier 3 - Annually

6 Hours

- WHO:** All mentors, general ITT, subject or professional, hosting a trainee at the briefing point
- WHAT:**
- School Priority Briefings
 - Tutor Visits
 - Information specific to the appropriate course, phase, subject and cohort
- HOW:** Online (live) AND face-to-face in school
- EXEMPTIONS:**
- None

What you need to do now

- Offer us placements and identify mentors for 2024/25.
- Ask mentors to complete the skills audit. Audits will be e-mailed.
- Agree and [register](#) for the preferred mode of delivery (face-to face or online) for the training with your mentors. Details will be e-mailed.
- Claim the £876 per mentor, available from the DfE.

What we will do

- Allocate prospective trainees to schools and mentors in the summer term.
- Review skills audits and notify mentors of their training needs.
- Notify you of the funding you can claim.