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| Classification: Official |
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Workforce Training and Education

**East of England Mentoring Scheme**

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| **Mentee Name** | Click or tap here to enter text. | **Date** | Click or tap to enter a date. |
| **Mentor name** | Click or tap here to enter text. | **Session number** | Click or tap here to enter text. |

# Mentee Reflection – pre-session

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| |  | | --- | | **Planned agenda**  *The issues/events that you would like to focus on at this meeting.* | | Click or tap here to enter text. | | **What has happened since the last session?**  *Has there been any key developments i.e. new insights or learning; new issues or decisions that have arisen?* | | Click or tap here to enter text. | | **Reflecting on the last sessions agenda how have you moved forward?**  *Look at the last sessions agenda. How have you progressed with your previous goals. Any successes? Any barriers encountered?* | | Click or tap here to enter text. | | **What issues for action have been identified?**  *Where are you stuck? Have your goals shifted? How can you move forward? Where do you need your mentor’s input?* | | Click or tap here to enter text. | |
| Mentee Reflection – post-session  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  | | --- | | **What are the key issues that arose in this session?** | | Click or tap here to enter text. | | **What areas/outcomes have you planned to tackle?**  *What areas have you identified for further development; what actions are you planning; how will you achieve this and by when.* | | Click or tap here to enter text. | | **What unexpected issues arose?**  *Did you find these issues challenging? How did the session make you feel? Why?* | | Click or tap here to enter text. | | ***Any other reflections / comments*** | | Click or tap here to enter text. | | |
| Once completed keep this form safe for future reflection, you might like to share this form with your mentor. |