

# APPENDIX C.2



## Mentoring Agreement

Date: \_\_\_\_\_

Mentor: \_\_\_\_\_

Mentee: \_\_\_\_\_

This mentoring programme has been designed to support the aims and objectives of Edinburgh International Festival's residency with Castlebrae Community High School. Students will be offered a mentoring relationship to increase cultural awareness and engagement, social and communication skills, employability and self-esteem.

The mentor and mentee will be responsible for documenting each mentoring meeting and keeping the Mentoring Coordinator apprised of plans for future meetings.

The mentor and mentee will honour confidentiality. The degree of confidentiality and any exceptions will be discussed and agreed.

The Mentoring Coordinator and Child Protection Officer will provide on-going support and training for the mentors and mentees.

The mentor agrees to abide by the code of conduct and any other EIF policies relevant to the role of the mentor. The project may require both mentors and mentees to contribute to both written and verbal feedback.

The mentor agrees to provide mentoring on a one-to-one basis over a period of \_\_\_\_\_  
Over that period, the mentor and mentee will aim to meet on \_\_\_\_ occasions. These meetings will take place at intervals of no longer than \_\_\_\_ weeks.

Dates and venues are mutually agreed and communicated to the Mentoring Coordinator.

The Edinburgh International Festival agrees to cover all reasonable expenses incurred at each of the mentoring meetings.

If either party is unable to attend a mentoring meeting, at least 24 hours notice should be given and a mutually convenient alternative date set. Both parties agree to do so using the following contact details:

Mentor: \_\_\_\_\_

Mentee: \_\_\_\_\_

In the event of difficulties arising in the relationship, both parties agree to discuss options with the Mentoring Coordinator before ending the relationship. Re-matching is at the discretion of the Mentoring Coordinator.

Both parties must respect and comply with the relevant policies. Should either party compromise these, the Edinburgh International Festival reserves the right to end the mentoring relationship.

Mentoring Coordinator:  
\_\_\_\_\_