



## ECT & Mentor Meeting Notes Form

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| ECT: | Date: |
|------|-------|

Present:

**Suggested points to discuss:**

- Progress with EDT Early Career Professional Development Programme training
- Collection of evidence against the Teachers' Standards
- Key learning points from CPD (including any reading)
- Areas for development to focus on (including observations of other colleagues)
- Upcoming lesson observations
- Upcoming progress review or formal assessment
- Any issues/ problems or additional support needed

**Record of discussion:**

**Action points:** *(to include initials of the person responsible for carrying out the action, and the date by which the action will be completed or reviewed)*

