



## Mentor-Mentee Agreement

ITEM	MENTOR	MENTEE
<b>INFO</b>	Surname and first name .....  Cell .....  Other contact number in case of emergency.....  Email .....	Surname and first name .....  Cell .....  Cell of mother/father/guardian in case of emergency.....  Email .....
<b>PLEDGES</b>	I, (mentor's names), ..... pledge to: <ul style="list-style-type: none"> <li>□ Contact my mentee and, if possible, meet her/him at least once a month, and if I am not available, to let my mentee know</li> <li>□ Contact my mentee's parents/guardians if an outing finishes after 6pm</li> <li>□ Talk to my mentee primarily in English</li> <li>□ Maintain confidentiality about my mentee's personal issues, e.g. school report</li> <li>□ Show my mentee the "Information for Learners" page on the Sizanani website and help them navigate it</li> <li>□ Never give my mentee any financial help outside of outings, transport from/to Alex, and education-related spending</li> </ul>	I, (mentee's names) ..... pledge to: <ul style="list-style-type: none"> <li>□ Tell my mentor what kind of educational outings and job shadowing I would like to do, and what my needs are (career guidance, etc.)</li> <li>□ Tell my mentor what I have felt/learnt on an outing and express words of appreciation if I have enjoyed it</li> <li>□ Do research by myself on the internet and on the Sizanani website</li> <li>□ Show my school results to my mentor every term</li> <li>□ Inform my mentor about my school work and any important event in my life that might affect my school results, attendance at St Mary's or our relationship.</li> <li>□ Inform him/her if I have not attended Saturday classes at St Mary's for two consecutive Saturdays (and explain why)</li> <li>□ Not put pressure on my mentor to invite me to a group outing</li> </ul>

		<ul style="list-style-type: none"> <li>□ Never ask my mentor for financial assistance</li> </ul>
<b>WE AGREED</b>	<p>Meetings will be initiated by:</p> <ul style="list-style-type: none"> <li>□ The mentor</li> <li>□ The mentee</li> <li>□ Both</li> </ul> <p>We will immediately inform each other:</p> <ul style="list-style-type: none"> <li>□ If we cannot attend a meeting</li> <li>□ If we are running late for a meeting</li> </ul> <p>We will preferably communicate by:</p> <ul style="list-style-type: none"> <li>□ Phone calls</li> <li>□ SMS</li> <li>□ WhatsApp</li> <li>□ Email</li> <li>□ Facebook</li> </ul>	<p>We agree not to call or send SMSs/WhatsApps:</p> <ul style="list-style-type: none"> <li>□ Before (e.g. 8am) .....</li> <li>□ After (e.g. 9pm) .....</li> </ul> <p>We will:</p> <ul style="list-style-type: none"> <li>□ Inform each other of any change in our details (e.g. lost phone or new number)</li> <li>□ Reply to all SMS/WhatsApps/emails/voicemails/missed calls</li> <li>□ Inform each other if we decide to look for another mentor/mentee or drop out of the programme</li> <li>□ Check the Sizanani WhatsApp groups at least once a week (grades group for learners and mentors' group)</li> </ul>

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*Mentor*

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*Mentee*

Signed in Johannesburg on the ..... of.....2020