



The ANU College of Law has established the Student Mentoring Scheme with the aims of:

- providing students with a number of first contact points who are able to refer them to sources of guidance and support, particularly in their first year;
- assisting the building of more and better professional relationships between students and staff;
- providing an additional forum for first year students to meet each other and to build supportive relationships between them.

Participation by students in the Student Mentoring Scheme is entirely voluntary.

Operation of the Scheme in 2010

During the first two weeks of Semester 1 and Semester 2, first year law students commencing in that semester will be allocated to a mentoring group.

Graduate students enrolled in the JD will be allocated into their own mentoring group. Other students who are new to the ANU College of Law may also be allocated to a mentoring group if they ask to be. Such requests should be made to the Chair of the Student Mentoring and Pastoral Care Committee, Heather Roberts, as should any requests to be moved to another group.

Mentoring groups will consist of two academic staff members (where possible a male and a female) and a later year student or students, as well as the group of first year students. The mentoring group will continue to be formally established throughout 2010.

Monitoring of the Scheme is the responsibility of the College Student Mentoring and Pastoral Care Committee, and issues should be raised with its Chair, Heather Roberts.

Expectations of Staff Mentors

There will be two staff members in each group. Staff will be provided with training and a handbook to assist them in meeting their responsibilities as mentors. Staff can decide how to allocate the following responsibilities between them:

- establish and maintain a contact list for those in their mentoring group, and make this available (with a student's consent) to everyone in the group;
- participate in the all-College 'Meet your Mentoring Group' gathering to be held in the first three weeks of the relevant semester;
- contact each student in their mentoring group within the first three weeks of both semesters and make sure that students are aware of what the Student Mentoring Scheme does and does not offer (this can be carried out at the 'Meet your Mentoring Group' session, with follow up for those who do not attend) and know where to find these guidelines on the web;
- ask students to indicate in writing whether they consent to their contact details being made available to others in the group (again, can be carried out at 'Meeting your Mentoring Group');
- organise and attend a number of gatherings to which all members of their mentoring group are invited (guidance is given in by the CHAT convenor);
- be available for a reasonable number of short individual consultations with students in their mentoring group;
- be able to refer students to appropriate sources of support and guidance in relation to problems those students raise with them and which relate to their university experience;
- to provide informal oversight of student mentors acting in that role.

Administrative assistance is available to staff in the performance of these functions.

Staff mentors will NOT:

- provide detailed advice and guidance on issues raised with them;
- provide academic tutoring or feedback on work;
- advocate for a student in respect of decisions which are made about them at course, College or University levels;
- keep file notes of their discussions with students.

Staff mentors are also subject to general obligations as employees of the University.

Expectations of Student Mentors

Student mentors are expected to:

- attend training provided for student mentors;
- participate in the all-College 'Meet your Mentoring Group' gathering to be held in the first three weeks of the relevant semester;
- attend additional gatherings organised for the mentoring group;
- be available to meet from time to time with first year students in their mentoring group who approach them for informal advice and assistance;
- to treat these discussions as confidential (subject to the qualifications in the note * below);
- be able to refer students to appropriate sources of support and guidance in relation to those problems students raise with them and which relate to their university experience, or to refer students on to staff mentors if they are unable to do this;
- understand the parameters of their role and, when acting in that role, not give specific and detailed advice nor academic tutoring or feedback;
- consult with staff mentors if they have serious concerns about the well-being of a first year student;
- communicate with staff mentors and first year students in their group in a respectful and considerate manner.

Student mentors will NOT:

- give specific and detailed advice;
- give academic tutoring or feedback;
- advocate for a student in respect of decisions which are made about them at course, College or University levels;
- keep file notes of their informal discussions with students;
- date first year students in their mentoring group.

Expectations of First Year Students

Participation in the Mentoring Scheme is entirely voluntary. First year students can choose whether or not to attend gatherings and avail themselves of opportunities offered by the Mentoring Scheme. While all students' contact details will be provided initially to the staff mentors, there will be an opportunity when the staff member contacts them to indicate in writing whether or not they want their contact details made available to others in the mentoring group.

First year students who participate are expected to:

- update their contact details with the responsible staff mentor (or designated administrative staff member);
- deal with each other and with mentors with respect and consideration;
- keep all appointments with mentors, or advise mentors with as much notice as possible of their inability to attend;
- ensure that they understand and respect the limits of the Student Mentoring Scheme, and the roles of the mentors.

***Confidentiality**—While mentors will generally keep individual discussions with first year students in their mentoring group confidential as far as the law allows, this is subject to a number of qualifications:

- if mentors have a serious concern for the student's well-being or safety they will report this concern to the appropriate person (ie, in the student mentor's case to a staff mentor, in the staff mentor's case to the sub-dean);
- staff mentors have obligations as employees of the ANU which may override their obligation to students to keep discussions confidential;
- disclosures of current illegal activity will also be referred to the appropriate person for a decision about how to proceed;
- mentors may seek a student's permission to discuss matters raised with them with another mentor or colleague.