



JUDGES EDUCATION PROGRAMME (BREED SHOWS)

CODE OF BEST PRACTICE

FOR BREED MENTORING

The Kennel Club Training Board
“Setting standards through education”

This document is intended for use by Mentors, Judges and Breed Education Co-ordinators (BECs)



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INTRODUCTION

In setting this Code of Best Practice for Mentoring, The Kennel Club wishes to ensure that Judges are aware of the process of securing a Breed Mentor, what this entails and that Breed Mentors are able to meet the needs of judges in their educational progress.

Mentoring forms an important part of a judge's learning to be competent to judge a breed. However, the judge still needs to develop their judging skills through practical experience of being a judge at all types of shows.

This document should be read in conjunction with its subsequent appendices and must be adhered to as far as possible, in order to meet The Kennel Club requirements for Judging Levels, exceptional circumstances permitting. For more information on the Judging Levels please refer to the link on the 'Judges Education' page on The Kennel Club website – <http://www.thekennelclub.org.uk/jep>

Individuals reading this Code of Best Practice (and its appendices) are reminded to ensure that they hold the most up to date copy. Please refer to the 'Judges Education' Page on The Kennel Club website for more information -

<http://www.thekennelclub.org.uk/events-and-activities/dog-showing/judging-dog-shows/> or seek guidance from the Office, as necessary – judges.education@thekennelclub.org.uk

1. WHAT IS BREED MENTORING?

- 1.1. Mentoring is a relationship in which a more experienced or more knowledgeable person helps to guide a less experienced or less knowledgeable person in that breed. It is a learning and development partnership between someone with a wealth of experience and someone who wants to learn.
- 1.2. In the context of the Judges Education Programme (Breed Shows), mentoring is a learning and development experience where a Mentee is assisted by a Breed Mentor in developing breed specific skills and knowledge.
- 1.3. A Mentee must undergo a minimum of three mentoring sessions, with a minimum of a year between the first and third session, before they can be observed in a judging scenario. If more than three sessions are felt necessary by the Mentee, or based upon feedback from Mentors, the BEC and Mentee will come to a consensus about additional mentoring sessions.

2. THE AIM OF BREED MENTORING

- 2.1. To educate judges of the breed and provide them with the information to make informed decisions to preserve and safeguard the breed.

3. OBJECTIVES OF BREED MENTORING

- 3.1. To provide an opportunity for judges to expand on the knowledge they have acquired following attendance at a Breed Appreciation Day, subsequently passing the Multiple-choice Breed Standard Exam for the respective breed and their experience of judging the relevant breed. To empower individuals to take control of their learning opportunities and ensure that all Kennel Club judges are provided with the opportunity for enhancing their knowledge.



- 3.2. To outline The Kennel Club's expectations, reinforce good practice, and encourage careful planning and organising.
- 3.3. To provide opportunities for judges to undergo a minimum of three mentoring sessions which will contribute to the requirements necessary to progress from Level 2 to Level 3. Please refer to <http://www.thekennelclub.org.uk/events-and-activities/dog-showing/judging-dog-shows/> for more information.

4. ELIGIBILITY CRITERIA FOR BREED MENTEES

In order to be eligible to undertake a mentoring session, Mentees must:

- 4.1 Meet all the requirements and be registered (once the online system is available) at Level 2 for the respective breed.

5. ELIGIBILITY CRITERIA FOR BREED MENTORS

- 5.1 There will be 2 categories of mentors:
 - 5.1.1 Persons who have bred/owned at least 2 UK champions in the breed (Champion or Show Champion) and awarded CCs at least 2 times.
 - 5.1.2 Persons who do not meet criteria 1, but are supported by at least 50% of breed clubs (except where there is one breed club and they have the support of that club) or by the breed council and the KC Judges Committee.
- 5.2 Non-CC and Imported Register breeds: breed clubs are invited to propose suitable Mentors to The Kennel Club Judges Committee.
- 5.3 Persons wishing to be considered as a Mentor who meet the criteria listed above in 5.1.1 should contact the Breed Education Co-ordinator (BEC) in the first instance to indicate their willingness. The BEC will include them on the breed's mentor list.
- 5.4 The Breed Education Co-ordinator (BEC) will submit to the Canine Activities Team:
 - a. A list of proposed Breed Mentors who meet the criteria stated above in 5.1.1 and have indicated their willingness to act as a Mentor.
 - b. A list of proposed Breed Mentors who do not meet the criteria set out above but who have indicated their willingness to act as a Mentor, and have the support of at least 50% of breed clubs or breed council, or the sole breed club, with the rationale as to why they should be included.
- 5.5 The BEC should confirm with Breed Mentors which of the four mentoring scenarios (listed under '**Organisation of Mentoring**' below) that they wish to participate in. Mentors can choose not to be a Mentor for some of the scenarios if they wish.

6. RESPONSIBILITIES OF A BREED MENTOR

The responsibilities of a Breed Mentor include:

- 6.1 Agreeing how best to conduct the mentoring activity to best meet the needs of the Mentee, in line with Kennel Club requirements and guidance.



- 6.2 Encouraging the Mentee to express and discuss their ideas, concerns and understanding of the breed.
- 6.3 Encouraging the Mentee to play an active part in the session, and use questions to encourage the Mentee to demonstrate their knowledge.
- 6.4 Helping Mentees to review their progress and set realistic and practical options to realise their goals.
- 6.5 Helping Mentees to reflect on and learn from the mentoring experience.
- 6.6 Taking due care and consideration when providing feedback to Mentees. Feedback should be constructive and honest.
- 6.7 Referring Mentees to other sources of information, advice or further support where appropriate.

7. ADVERTISING AND APPLICATION FOR MENTORING

- 7.1. Group mentoring sessions should be advertised by the respective BEC or hosting breed club to all eligible Mentees. This may be conducted via targeted emails (in line with GDPR requirements), or listed on relevant social media platforms, club newsletters etc.
- 7.2. In all mentoring scenarios, Mentees must contact the respective BEC to request a mentoring session and not the Breed Mentor.
- 7.3. Applications for mentoring will be accepted on a first come first served basis.
- 7.4. Mentees are permitted to suggest their preferred Mentors, for example senior figures in the breed who they particularly respect and admire, and the BEC should try to accommodate their wishes as far as possible, although the BEC has the power to refuse such a request if necessary, including if they believe the choice of Mentor is in any way inappropriate. This is not intended to allow Mentees to use close friends as Mentors.
- 7.5. It is the responsibility of the Mentee to make themselves available and to be accommodating with the Mentor and their availability, venue and times.

8. ORGANISATION OF MENTORING

- 8.1. Mentoring may take place in 4 different scenarios:
 - 1. Group mentoring with a hands-on element, organised by a breed club.
 - 2. One-to-one at the ringside.
 - 3. As a judge for Special Award Classes at a breed club show.
 - 4. As a Student Judge in the ring with Mentor/Judge at a show.
- 8.2. It is recommended that Option 4 is undertaken after at least one other mentoring session, and/or when the Mentee has a reasonable amount of judging experience to prepare them for this task.
- 8.3. Option 1 can only be used as one of the required sessions.
- 8.4. The Mentee must complete a minimum of three separate mentoring sessions, with different Mentors. The Mentee can choose any combination, and could undertake the same scenario more than once, with the exception of group mentoring which can only be undertaken once.



Please refer to:

Appendix A for **Group Mentoring Session Guidelines**

Appendix B for **One-to-One Mentoring Guidelines**

Appendix C for **Special Awards Classes Mentoring Guidelines**

Appendix D for **Student Judge Mentoring Guidelines**

9. MENTORING POLICY

The policy of mentoring includes, but is not restricted to the following guidelines:

- 9.1 Mentoring of Mentees under 18 years must take place in the presence of a parent/guardian in an open environment. For Mentees under the age of 18, The Kennel Club advises Mentors to consult the Young Kennel Club's Child Protection Policy:
<http://www.ykc.org.uk/content/child-protection-policy/>
- 9.2 Mentors may not formally mentor their spouse, immediate family or anyone that is resident at the same address or who owns dogs in partnership with them.
- 9.3 It should be noted that a Mentor cannot also be an Observer for a judge that they have previously mentored in that breed.
- 9.4 Only one mentoring session per judge in that breed may take place on any one date. Mentors may mentee more than one judge on the same day as long as sufficient time is allocated for the mentoring sessions to be meaningful. Please refer to relevant mentoring guidance in **Appendixes A-D** for more information.
- 9.5 There should be a minimum of 12 months between a judge's first and third mentoring session.
- 9.6 There can be no charge by a Mentor for undertaking a mentoring session. If clubs wish to charge for attendance at a group mentoring session this is acceptable to cover running costs. Individual mentoring sessions should be conducted at events that the Mentor is already due to attend as far as possible, in order to ensure that the Mentor is not out of pocket. If a breed club wishes to cover out of pocket expenses this is a decision for the individual breed clubs.
- 9.7 Any discussion between Mentors and Mentees regarding exhibits must be kept strictly confidential, and this fact should be firmly established and agreed at the onset of mentoring by both Mentee and Mentor.
- 9.8 The Mentor and Mentee must complete accurate and confidential records of all mentoring sessions and the Mentee must return a copy of the relevant paperwork to the BEC.
- 9.9 The Mentor and Mentee should keep up-to-date, accurate and confidential records of all contact with the BEC.
- 9.10 All parties engaged in Mentoring are required to abide by The Kennel Club's Privacy Policy in relation to GDPR.



10. MENTORING RECORDS AND MENTOR FEEDBACK

- 10.1. Upon completion of each mentoring session, the Mentor must provide feedback to the Mentee using the Mentoring Record Form (**Appendix E**).
- 10.2. A copy of the Mentoring Record Form must be completed by the Mentor on the day the mentoring session takes place. This must be given to the Mentee for their records and to update their online account once this facility is available. A copy must be sent to the BEC by the Mentee so that their records might be updated. Mentees are responsible for retaining this documentation.
- 10.3. Mentoring Record Forms should be treated in a confidential manner.

Please refer to **Appendix E** for **Mentoring Record Form**.

11. MENTORING ACCESS ARRANGEMENTS

- 11.1. Candidates with recognised educational needs, disabilities and temporary physical injuries may request access arrangements. A common sense approach should be adopted.

12. COMPLAINTS PROCEDURE

- 12.1. Please refer to the Judges Education Programme (Breed Shows) Complaints Procedure located at www.thekennelclub.org.uk/jep

JUDGES EDUCATION PROGRAMME (BREEDS SHOWS) CODE OF BEST PRACTICE FOR BREED MENTORING

GROUP MENTORING SESSION GUIDELINES

To ensure the Mentee benefits from using this as a mentoring session, The Kennel Club has compiled the following guidelines:

Organisation

1. Some clubs may wish to combine group mentoring sessions with other club events such as Annual General Meetings, Breed Appreciation Days, shows, fun days etc in order to make best use of resources and budget.
2. The event should ideally begin with a brief presentation on the breed or at least a brief synopsis of the breed to 'set the scene' and overview of how the event will run. *Please note: Detailed breed presentations should take place at Breed Appreciation Days (BAD).* It is recommended that group mentoring be run on the same day as a Breed Appreciation Day however in this situation it needs to be a separate event, and only those judges who meet the criteria for Level 2 (including those that passed an MCE at a BAD) may participate in the formal mentoring sessions.
3. Ideally group mentoring should be the first mentoring activity undertaken by the Mentee, especially if they are a new judge. A mentee can only use one group mentoring opportunity as part of their mentoring sessions.
4. The length of group mentoring sessions should be dependent on the number of Mentees and example dogs provided.
5. Health and welfare considerations as regards the exhibits should be taken into consideration at all times.
6. A common sense approach should be applied to the ratio of Mentors to Mentees. It is recommended that no more than 4 Mentees are assigned to each Mentor to allow the Mentor to ensure Mentees engage sufficiently in the session to gain an understanding of the breed in question.
7. Mentors should have sufficient examples of the breed to allow Mentees to 'go over' the dog and give a verbal critique. These should include specimens that have specific merits and demerits to be demonstrated to the Mentees. In breeds with varieties it is advisable to include examples of all sizes and coats to illustrate any subtle differences.
8. The emphasis should be placed on the event being educational and informative with the views of all participants equally valid.
9. A central co-ordinator may be required to oversee the running of the event where multiple mentoring sessions are being conducted and who will state what is required of Mentees (and Mentors), notably that they should contribute to discussions and give their opinions on the dogs used to enable the session to be as educational as possible and thus to support their learning and progression to Level 3.

Method of Mentoring

1. Mentors should adopt a logical sequence of 'going over' exhibits (examining the head down to the tail) to ensure Mentees are best placed to be able to retain the knowledge imparted by the Mentor and translated into the actual judging process.
2. Mentors should encourage the Mentees to contribute to the group discussion while verbally critiquing the dogs, emphasising that all opinions should be valid and all Mentees contribute to the discussion.
3. It may be necessary for Mentors to prompt or encourage the Mentee to contribute to ensure they are actively participating.
4. Other learning aids such as handouts are encouraged, to enhance the candidate's understanding of the breed.
5. Care should be taken to present a 'balanced' view of the dog, particularly if the owner/handler is present. Ideally comments should not be made within hearing of the owner/handler.
6. After the Mentees have 'gone over' the dogs and verbally critiqued them, the dogs should be moved for groups to assess movement.

Conclusion

1. Following the individual group mentoring all Mentees should come together at the end to review the event's findings and to hold a Question and Answer session with the Mentors.
2. A 'lead' Mentor or group leader must complete the Mentoring Record Form (**Appendix E**), summarising and taking into account the opinions of all Mentors, and providing constructive feedback. The Mentee should also add their comments and upload this form to their online account, with a copy sent to the Breed Education Co-ordinator for their records.



JUDGES EDUCATION PROGRAMME (BREED SHOWS) CODE OF BEST PRACTICE FOR BREED MENTORING

ONE-TO-ONE MENTORING GUIDELINES

To ensure the Mentee benefits from using this as a mentoring session, The Kennel Club has compiled the following guidelines:

Organisation

1. It is anticipated that the majority of one-to-one mentoring will take place at breed club shows and championship shows where the Mentor and Mentee will observe the judging. These shows usually draw numerically higher entries and Mentors will usually have planned to attend such shows.
2. Mentees must not be charged for any one-to-one mentoring session. Mentors would in all likelihood already be attending the relevant event(s) such as club shows.
3. Breed clubs may wish to consider allocating a specific area of the venue to facilitate mentoring at their shows, which may allow for confidentiality of conversation and/or a 'hands-on' session to accompany any mentoring. The Mentor should consider where best to position themselves in order to both get a good view and maintain confidentiality.
4. Mentors and Mentees should make contact before the mentoring session takes place to confirm arrangements and provide reasonable notice if there are any changes to the circumstances.
5. The requirement for confidentiality when discussing dogs must be emphasised by the Mentor, and adhered to by both Mentor and Mentee.
6. It is acceptable for the Mentor to show their own dog(s), provided they are able to spend sufficient time with the mentee. Classes that they are participating in cannot be discussed as part of the mentoring session.

Method of Mentoring

1. The Mentor should be able to effectively use their in-depth knowledge of the breed to assist Mentees in understanding the finer points of a breed to enable them to put this knowledge to future use when in a judging scenario.
2. The duration of mentoring sessions should be adapted to suit the needs of the Mentee, taking into consideration the setting. Sufficient time must be devoted to watching a meaningful entry of exhibits to emphasise the finer breed points. In a numerically large breed it may only be necessary for Mentor and Mentee to observe and discuss a few classes, while those breeds drawing lower entries could result in all judging being observed and discussed. The latter point is particularly relevant if there are only a small number of dogs in each class as this restricts the ability to compare exhibits.
3. A mentoring session should encourage a two-way dialogue between Mentor and Mentee to ensure that the Mentee has a good understanding of the knowledge of the breed discussed by the end of the session.
4. Mentees should be encouraged to express their thoughts and ask questions of the Mentor.
5. It may be necessary for Mentors to prompt or encourage the Mentee to contribute to ensure they are actively participating.



6. The Mentor can arrange for the Mentee to 'go over' some of the dogs present, with the permission of their owner. This is strongly recommended 'coated' breeds.
7. The emphasis should be placed on the mentoring session that the views of both parties (Mentor and Mentee) are equally valid and Mentees should feel able to ask any questions they deem valid to progressing their knowledge of the breed and to express their opinion.
8. Mentors should encourage the Mentee to verbally critique the dogs to them.
9. The Mentor should reference The Kennel Club breed standard in relation to the exhibits, emphasising merits and demerits of these particular exhibits.
10. The Mentor should stress what is correct for the breed in terms of conformation and movement, as laid out in The Kennel Club breed standard.
11. The Mentor should highlight any pertinent issues relating to the breed, including Breed Watch and other health considerations and judging practices specific to the breed.
12. Care should be taken to ensure that any demerits of the dogs being observed are not overheard by other individuals and are described tactfully.
13. Mentors should provide an impartial view of the dogs exhibited and not favour or be highly critical of a certain kennel or breeder, no dogs owned or bred by them should be discussed, save in special circumstances..
14. In a numerically large breed it would be acceptable for a Mentor to mentor more than one Mentee during the day.
15. Mentors should reference other sources of breed related material for future learning to enhance the candidate's understanding of the breed.

Conclusion

1. The Mentor must complete the Mentoring Record Form (**Appendix E**). The Mentee should also add their comments and upload this form to their online account, with a copy sent to the Breed Education Co-ordinator for their records.



JUDGES EDUCATION PROGRAMME (BREED SHOWS) CODE OF BEST PRACTICE FOR BREED MENTORING

SPECIAL AWARDS CLASSES MENTORING GUIDELINES

Special Awards Classes may be scheduled at breed club events. The breed club should ensure they adhere to Kennel Club Regulations regarding the scheduling of these classes. A maximum of 3 classes per judge may be scheduled. If the breed is numerically strong, these may be split into separate classes for dogs and bitches with two judges undertaking 3 classes each.

To ensure the Special Awards Class Judge benefits from using this as a mentoring session, The Kennel Club has compiled the following guidelines:

Organisation

1. The Special Awards Classes must be publicised in the society's schedule and entries made alongside those of the main show. These are usually scheduled in the lunch break but the timings are at the discretion of the society.
2. The Special Awards Classes should be judged in the same manner as any other breed class.
3. There is an expectation that provided the judge for the Special Awards Classes is registered at Level 2 (or during the transition period meets those requirements) mentoring will be arranged for these classes if requested.
4. Breed clubs should notify the BEC that these classes are scheduled, with date, location and name of the judge as soon as the contracts are confirmed..

Method of Mentoring

1. The Mentor needs to be present for the entire judging of the Special Awards Classes.
2. Prior to judging the Mentor may request that the Mentee makes detailed notes for certain predetermined dogs (for example 1st and 2nd in the Open class) which they can review on completion of the judging.
3. Once the judging of the classes is complete the Mentor should discuss the Special Awards Class Judge's placings, their opinions of the dogs placed and their overall thoughts on the dogs present whilst they are both at the show, and in a private area, set aside by the breed club.
4. The emphasis should be placed on the mentoring session that the views of both parties (Mentor and Mentee) are equally valid and Mentees should feel able to ask any questions they deem valid to progressing their knowledge of the breed.
5. There is no need for the Mentee and Mentor to agree on placings, what is important is the reasoning for placings.
6. It is acceptable for the Special Award Class Judge to use their rough notes/recordings when discussing the dogs with the Mentor.
7. These discussions must be confidential and should allow the Mentor to discuss all relevant points and answer questions from the Mentee.

Conclusion

1. The Mentor must complete the Mentoring Record Form (**Appendix E**). The Mentee should also add their comments and upload this form to their online account, with a copy sent to the Breed Education Co-ordinator for their records.



JUDGES EDUCATION PROGRAMME (BREED SHOWS) CODE OF BEST PRACTICE FOR BREED MENTORING

STUDENT JUDGE MENTORING GUIDELINES

One or more mentoring sessions may take the form of a Student Judge, assessing an entry alongside a Challenge Certificate judge who is included in the agreed list of breed Mentors in the respective breed, who will act as a mentor for all or part of the judging.

For breeds with CC status, Student Judge mentoring must take place at a show where CCs are on offer. For those breeds without CC status it may take place at breed club open shows or championship shows without CCs, providing the Mentor is a Level 4 judge, and included on the list of mentors for that breed.

A Mentor Judge should ideally not undertake the role if they have not previously awarded CCs in the breed. For breeds without CC status care should be taken in who is appointed as a mentor judge.

It is recommended that only Mentees who have attended at least one other mentoring session in the breed and/or who have significant judging experience themselves undertake the role of Student Judge.

To ensure Student Judges benefit from this role as a mentoring session, The Kennel Club has compiled the following guidelines:

Organisation

1. The Breed Education Co-ordinator (BEC) must ensure that the show society and Mentor Judge are agreeable to a Student Judge being present in the ring while judging is taking place, prior to the event. The BEC must make the approach to the Mentor Judge in the first instance, and then the show society.
2. Exhibitors must be made aware that a Student Judge will be present in the ring before judging commences. This should be listed in the show schedule if possible and/or a notice placed outside the ring on the day, suggested wording: **A STUDENT JUDGE WILL BE PRESENT DURING THE JUDGING OF [BREED]**
3. Ring Stewards must be fully aware of having a Student Judge in the ring.
4. Exhibitors may decline to have a Student Judge 'go over' their dog. In this instance they should notify the steward who will relay this to the Mentor and Student Judge.
5. At all times, the Mentor Judge is in charge of the ring and only they have the authority to place dogs and dismiss or ask that they are withdrawn from the ring.
6. The Mentor Judge will decide how best to go about the task, bearing in mind their role is to act as a Judge and ensure that their entry is judged in a timely and efficient manner, having regard to the show management and exhibitors.
7. The Mentor Judge should always 'go over' dogs before the Student Judge.
8. Discussion should take place before judging commences regarding the breed and the Mentor Judge's priorities when assessing that breed. The start of judging must not be delayed as a result of this discussion and as such the Mentor Judge and Student Judge should arrange to meet ahead of judging commencing for the day. Whilst it is accepted that this process may have some impact on the speed of judging on the day, this should be kept to a minimum, and any requests by the show management on the day complied with.
9. As above, discussion should also take place before judging as to how the mentoring process will be conducted, i.e. in which classes the Student Judge will be in ring for. A common sense approach should be applied depending on the size of the entry and the smooth running of the show. For example, in a numerically strong breed it may be agreed that the



Student Judge is present for only some of the classes of dogs, while in a numerically small breed they may present for the entire entry. It is suggested that the Puppy classes do not form part of the classes in which the Student Judge 'goes over' the dogs. It is recommended that the Mentee goes over the dogs in the Open classes as a minimum. There may be less time constraints at a breed club show.

10. The process of conducting the 'going over' of dogs can take a number of formats, including but not limited to:
 - a) The Mentor Judge assesses the dog by 'going over' the dog as normal. This is then followed by the Student Judge performing their 'going over'. Both Mentor Judge and Student Judge should then assess the dog's movement at the same time.
 - b) The Mentor Judge undertakes the 'going over' of the dog and both Mentor and Student Judge observe the dog moving. The Student Judge will performing their 'going over' of dogs selected by the judge, including where the judge wants to emphasis a particular point, prior to the dog moving.
 - c) The Mentor Judge undertakes the 'going over' of the dog and both Mentor and Student Judge observe the dog moving, with the Student Judge 'going over' the dog on a separate table or area of the ring once the dog has been moved. This method may be beneficial if there is a strict judging timetable to abide by, and may be more appropriate in coated breeds.
11. Following the completion of judging, the Mentor Judge and Student Judge should retire to a private place where their discussions cannot be overheard to complete the required paper work.
12. Any discussions that take place in the ring must be done in a thoughtful way, confidentiality should be observed, and care taken not to make remarks that might upset an exhibitor.

Method of Mentoring

1. The Mentor Judge should ask questions of the Student Judge during the judging process to establish the extent of their knowledge of the breed to progress in their education, subject to prior agreement between the Mentor and Student Judge
2. Student Judges are encouraged to ask questions of the Mentor Judge, relating to the breed, during the judging process, including reasons for placings, subject to maintaining a duty of care and confidentiality if the owner/handler is present
3. The Mentor Judge, having 'gone over' the dog may suggest the Student Judge looks at a certain feature on a particular dog.
4. The Mentor Judge may talk through their thought process at the start of the class, on first impressions and once all dogs have been examined in deciding how they will place the dogs in the class.
5. The Student Judge may be encouraged to critique some of the winning dogs and compare their critique with that of the Mentor Judge once judging has concluded.
6. The Student Judge should be encouraged in some classes to write down how they would place a class, and share this with the Mentor Judge once judging has concluded.

Conclusion

The Mentor must complete the Mentoring Record Form (**Appendix E**). The Mentee should also add their comments and upload this form to their online account, with a copy sent to the Breed Education Co-ordinator for their records.

JUDGES EDUCATION PROGRAMME (BREED SHOWS)
CODE OF BEST PRACTICE FOR BREED MENTORING
MENTORING RECORD FORM – CONFIDENTIAL

This form is to be used to record what takes place at the mentoring session. It is hoped that it is an enjoyable experience for both parties, and it should provide opportunities to ask questions and discuss points at any time. Please ensure that the mentoring session is carried out in a respectful manner, avoiding being overheard. The discussion between the Mentor and Mentee **must remain confidential at all times.**

At the end of the mentoring session, both the Mentor and Mentee should sign the form which is to be retained by the Mentee and a copy sent to the BEC for their records.

Mentee's Name:			
Mentor's Name:			
Breed:			
Type of Mentoring: <i>(please indicate)</i>	One-to-One Special Award classes	Group Mentoring Student Judge	Date:
Number of dogs discussed/judged:		Show/Location:	Length of session:
TICK for 'subject covered in sufficient detail' or CROSS for 'more discussion recommended'. If not possible to cover a subject leave blank.			
	Suggested areas for discussion (delete those not covered)	TICK/ CROSS	Comments – <i>Continue overleaf if required</i>
A	Which exhibits catch the Mentee's eye initially and why?		
B	Breed type, proportions and size		
C	Heads		
D	Construction and movement		
E	Coat and colour		
F	The differences between a puppy and adult		
G	Mentee's placings		
H	Breed-specific way of evaluating the breed		
Mentor comments: <i>Please include constructive comments to enable the Mentee to identify learning points:</i>			
Please tick this box if it is your opinion that the mentee is ready to progress, please leave blank if you believe the mentee requires further mentoring/education and you must state why in your comments.			
Mentee comments: <i>Are there any points you wish to cover at a future mentoring session which the BEC can inform the next Mentor of:</i>			
Signature of Mentor:		Signature of Mentee:	
For completion by BEC:			
Date form received by BEC:			
No. of Mentoring sessions complete:			