**NQT and mentor meeting notes**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NQT name** |  |  |  | **Date** |  |
| **Mentor name** |  |
| **Progress on targets set at last meeting** |
|  |
| **Areas discussed in meeting** |
|  |
| **Standards showing improvements** |
|  |
| **Next steps and agreed actions before the next meeting** |
|  |