RISE

Relationships Impact Successful Eagles

Barbers Hill Mentor Program

MENTOR GUIDELINES

RELATIONSHIPS IMPACT SUCCESSFUL EAGLES

2025-26

MENTOR GUIDELINES

1. Attend regularly and be on time. Your students will be expecting you!
2. If you are unable to attend your scheduled time, please contact the school before start time at 281-576-2221 (then ask for the campus) and inform the front office. You may also contact the campus counselor if you have their contact information. The student will be notified.
3. Keep all promises. It is better not to make a promise and surprise the child, than not to keep a promise.

REQUIREMENTS AND REGULATIONS

1. SIGN IN/OUT: Mentors must sign in and out at the front office.
2. IDENTIFICATION: Until you receive your mentor badge, a driver's license will be required when you sign-in. Be sure to always check-in the front office and always check-out. Per safety protocols, we must know who is in the building at all times.
3. RESTROOMS: You may use the faculty restrooms.
4. SMOKING: Barbers Hill ISD does not permit smoking on school grounds.
5. CONFIDENTIALITY: This is mandatory. There may be times you will hear things about the student and his/her family. This information should not be discussed with friends, family, or even fellow mentors. The student may impart items of information to you about his/her family. If you feel this information warrants discussion, please contact the principal, assistant principal, or the counselor. This also includes things that you may see or hear at the campus from other students. We ask you to NEVER disclose or share information that you have witnessed during your mentoring visit.
6. DISTURBING OTHER CLASSES: When you are in the building, please do not disturb any other classrooms. Keep your visit limited to the classroom or location from which you are picking up your assigned child. If you want to visit your own child or sibling, please make arrangements in the front office.

7. Be considerate of classrooms in the area in which you are working with your student. Encourage students to lower their voices in the hall.

8. "GIFTS": Some of the children in the mentor program will come from homes with special needs. You may be tempted to provide presents or other material items to the child. This is not necessary or the objective of this program. If you do choose to give to your student, please consider "gifts" such as healthy snacks (i.e. – pretzels, popcorn, fruit, etc.) that can be consumed during the session and will not be messy. If you choose to buy birthday or Christmas gifts, please be considerate of students who may not have a mentor. The gift should be placed in the child's backpack before entering the classroom. Please limit the cost to $15.00 or less.

9. DRESS CODE: Please follow the guidelines established for the students dress while on campus. Tattoos should be covered.

SUGGESTIONS

1. SHOW YOU CARE, BUT: Be prudent and professional in any physical contact or public display with the children.

2. BE VERY PATIENT AND SENSITIVE: Remember children can learn from their errors. Encourage them to see mistakes as a learning experience rather than failure.

3. LISTEN TO PERSONAL EXPERIENCES: Give the student an opportunity to tell you about personal events that have happened since your last meeting.

4. WATCH WHAT YOU SAY AND DO: Children are very impressionable.

5. EMBRACE THE POWER OF ROLE MODELING: As a role model, you set an example that can help students improve their attitude toward education and develop an enthusiasm for learning.

MENTOR GUIDELINES FOR STUDENT MANAGEMENT

1. Set clear expectations for behavior.
2. Encourage the students to improve the quality of their work.
3. Be firm, but fair.
4. Be consistent.
5. Give lots of praise. Suggestions of ways to say "Good for you":

*Excellent!
*That was a good try.
*Good thinking!
*Good work!
*I like the way you did that!
*Keep up the good work!
*Terrific!

If a management problem arises, see an administrator/counselor.