**TEMPLATE- Supervision Effectiveness Audit Tool**

Evidence may be obtained from the Personal Supervision File, the Case Supervision Record, Group Supervision Records, observations of supervision, and feedback from the worker.

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| **Name of Manager/Supervisor** |  | **Worker** |  |
| **Service Area of Audited Records** |  |
| **Name of Auditor** |  | **Date of Audit** |  |
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| Does the Supervision File contain: |
| Supervision Agreement |  Yes/No |
| Review of supervision arrangements |  Yes/No |
| Record of Learning and Development activity |  Yes/No |
| PDR reviews |  Yes/No |
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| **Criteria** | **Evidence** |
| Supervision has been provided at the required frequency |  |
| Actions from last supervision have been reviewed and followed through |  |
| Workload is being monitored and managed appropriately |  |
| Supervision is reflective, challenging and focused on ensuring good outcome for children through meaningful intervention (e.g. Appreciative Inquiry used to reflect on impact) |  |
| Casework discussions have taken place that ensured plans were devised, implemented, reviewed and recorded |  |
| Outcomes and risks have been identified (SOS practice framework used effectively) |  |
| There has been discussion about the level and quality of work with the child to ensure their voice is heard and their lived experience understood |  |

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| Equality and diversity issues have been addressed within case discussions |  |
| The worker has been given feedback on performance and practice issues, including strengths and also areas for development and identifying how these would be addressed (e.g. Feedback from file audits, practice observations) |  |
| Learning needs and opportunities have been identified and provided for |  |
| The workers well-being has been discussed during supervision (e.g. job satisfaction, morale, attendance issues, diversity, Health and Safety) |  |
| Supervision has enabled the interface between the worker, team and the organisation to be dealt with effectively |  |
| PDR reviews are held within timescales and reflect what the worker needs to do to achieve positive outcomes for children |  |

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| **Overall comments** |
| **What’s working well- identified strengths:** |
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| **What are we worried about- areas for development:** |
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| **Next Steps/ actions:** |
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