**Supervision Contract**

This is a supervision contract between *Name of Supervisor*

and *Name of Supervisee*

who is a *Post Title*

working *full/part time* in the *team name*

**We have agreed the following: -**

* Supervision will take place on a four weekly basis. Each session will last for a approximately 2 hours.
* The dates of our sessions will be planned in advance.
* The supervisee should complete the compliance checklist ahead of supervision sessions. This will enable supervision time to be spent on discussing children’s needs in more detail.
* We will each prioritise supervision. If either of us has to cancel a supervision session that person will organise another mutually convenient date as soon as possible. We will not wait until the next planned supervision session.
* As a general principle the supervision sessions will take place at *venue.* This is because ………………………………………………………………………………

………………………………………………………………………………………….

* Supervision sessions will be as uninterrupted as possible.
* Anti-discriminatory/anti-oppressive management practice will be a feature of our supervision sessions.
* When we do not agree about a matter we can both agree to discuss the issue with a mutually acceptable person in order to try and resolve the issue.
* Supervision notes will be taken by *Supervisor* , which will be filed in *Supervisee’s* supervision file. A copy will be sent to Supervisee as soon as possible after the supervision session. Supervisee should bring any inaccuracies to the attention of Supervisee. The notes will be brought back to the next supervision session to check the progress made against any action points.
* Any other agreed points

**Supervision will include a focus on the areas demonstrated in the templates and in accordance with the supervision policy**

This agreement will be reviewed in *Month/Year*

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| --- | --- |
| **Signed: ………………………………..**  **Name: ………………………………….** | **Signed: …………………………………**  **Name: …………………………………...** |
| ***Supervisor*** | ***Supervisee*** |
| **Date: ……………………………………** | **Date: ……………………………………** |