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**Supervision Agreement**

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| Between Supervisee (print name): | |  | |
| Supervisor (print name): | |  | |
| This agreement was drawn up on (date): | |  | |
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| Shape, rectangle  Description automatically generated  Putting the person first   * We are compassionate, understanding and respectful to all. * We are all responsible for the difference we make. Our aim is to make a difference every day. * We are compassionate and inclusive. * We are externally focussed. Residents, families, and communities at the heart of decision making. | A picture containing text  Description automatically generated  Improving all the time   * We are brave, we do the right thing, we accept and offer challenge. * We are flexible, agile, willing to take risks. | | A picture containing text  Description automatically generated  Measuring what matters   * We are curious, constantly learning and improving. * We are strong together by sharing knowledge. |

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| **Arrangements for any ad-hoc or unplanned supervision.** |
| Any ad-hoc or unplanned supervision may be arranged as required; both parties have the right to request it.  Any ad-hoc discussions relating to a person who is drawing on care and support should be recorded on Mosaic *or the Person’s Contact sheet on the Personnel file if in Enablement & Support Services,* to ensure there is clear audit trail.  Professional supervision may be requested via the Practice Development Team: [aschpracticedevelopmentteam@kent.gov.uk](mailto:aschpracticedevelopmentteam@kent.gov.uk) |

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| Further comments: |
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| **Contingency and Practical arrangements** |
| Supervisors and Supervisees have a joint responsibility to ensure that regular supervision is taking place.  The following process is agreed in case of sickness or long-term absence of the supervisor:   * That a nominated practitioner should hold supervision on behalf of the supervisor ***(insert name and title of member of staff nominated).*** * Agreed supervision time must be given priority over other activities and should not be cancelled or re-arranged unless there are exceptional circumstances which affect the core business of the organisation. * If it is necessary that the supervision meeting should be re-arranged, it should take place as soon as is practical for both the supervisor/nominee and the supervisee, but no longer than 10 working days from the date of the cancellation. * Whoever cancels the supervision meeting is responsible for rescheduling. |

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| Further comments: |
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| **Complaints/disagreements.** |
| Please follow ASCH Supervision Policy complaints section (1.12).  Supervisees should be clear about whom they should contact if they feel the terms of their supervision agreement are not being met. How supervisees escalate any concerns to their workplace senior manager should be included in the Individual Supervision Agreement. |
| Further comments: |
|  |

Signed by: ............................................................. Date: .........................................

(Supervisee)

Role: …………………………………………………………….

Signed by: .............................................................. Date: .........................................

(Supervisor)

Role: …………………………………………………………….

|  |  |  |
| --- | --- | --- |
| Date reviewed | Supervisee Signature | Supervisor Signature |
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‘Supervision is an opportunity to bring somebody back to their own mind to show them how good they can be,’ (Nancy Kline)

‘True leaders don’t create followers, they create leaders,’ (Finn Jackson)

‘Supervision can be a place where a living profession can breathe and learn,’ (Hawkins and Shohet)