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| **Record of Supervision**  **Parenting & Family Support** | | |
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| **SUPERVISOR** | **SUPERVISEE** | **DATE** |
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| **AGENDA**   1. **Personal health and well-being** 2. **Review/actions from last supervision** 3. **Workload and responsibilities** 4. **Quality Assurance/Audit/Observations** 5. **Health & Safety / Safeguarding** 6. **Continuous Training & Development** 7. **Any other business** | | |

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| **Self-assessment completed by worker? Attach to record of supervision.** |

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| **1) Personal health and well-being**   * *Are there any personal issues which are impacting on work performance? Does this information need sharing with anyone else?* * *Sickness:* * *Leave:* * *TOIL:* |
| **Actions:** |

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| **2) Review/actions from last supervision**   * *Completed? If not, why not?* |
| **Actions:** |
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| **3) Workload and responsibilities**   * *For Parenting Workers: Which groups do they presently run? Numbers attending? Visits completed? Capacity?* * *For FS Worker: How many cases/children? Closures? Capacity?* * *EHM numbers of groups/cases discussed in this supervision – worker and line manager review together on the system if key recording is up-to-date as specific groups or families are discussed?* |
| **Actions:** |

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| **4) Quality Assurance/Audit/Observations**   * *What’s the quality of work and strengths? Discussion regarding specific audits/feedback from practice observations? What does your data tell you about their performance? Messages from Outcome Star and/or (for parenting) Parent Journey?* |
| **Actions:** |

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| **5) Health & Safety/Safeguarding**   * *Any specific risks? For example, related to aggressive service users, lone working etc?* |
| **Actions:** |

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| **6) Continuous Training & Development**   * *Professional aspirations? What support is needed for learning identified? Has previous learning identified been completed – outcome and impact?* * *Evolve performance targets and review?* |
| **Actions:** |

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| **Date of next Supervision:** |

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| **Signature of Supervisor:** |
| **Signature of Supervisee:** |