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| **Supervision Agreement Form** | |
| Name of Carer/s |  |
| **Name of Supervising Social Worker:** |  |

**Ground Rules:**

1. **Role and Purpose of Supervision**

* Supervision is a two way process to provide a framework within which the appropriate level of support, learning needs and training needs of the carer/s are determined.
* There should be initial discussions on the views and feelings on the role and purpose of supervision for carers as outlined in **the foster carers handbook.**
* This should be recorded along with the carer’s previous experience of supervision and whether this held any anxieties. The supervisor’s previous experience of supervision both as supervisor and supervise should also be recorded.

### Please record these here:

**have over .........years experience of being supervised within their role as foster carers. They are aware that it is a priority and needs to be recorded.**

**…………………is an experienced social worker that has had many years experience of supervising foster carers.**

1. **Methods of Supervision**

*Initial discussions with each carer will clarify what will help ensure supervision works best for them. The following core arrangements apply*:

* Individual supervision sessions will be on a one to one basis, the discussion will be recorded and copies kept by supervisor and supervisee
* Peer supervision or informal discussion with other foster carers will be possible at the support group meetings and training events, for support and/or advice.

### Please record agreed methods of supervision here:

* **Supervision sessions will be held at**   **house.**
* **will attend these sessions if possible.**
* **Supervision dates will be arranged in advance.**
* **Supervision will take place in a separate room from visitors.**
* **………. will record the supervision discussions and provide**   **a copy to sign.**
* **If supervision is to be cancelled a new date will be arranged.**
* **Supervision can be interrupted in the case of an emergency.**

1. **How sensitivity to difference will be maintained**

*Family Fostering’s commitment to equality and diversity promotes the need to ensure that no-one is unfairly treated and welcomes and celebrates working within a diverse society. With this in mind the following should apply*:

* Both parties should ensure that communication throughout the supervision arrangement is open and honest at all times
* In the first instance any obvious differences such as age, gender, class, race, sexuality or disability, should be noted and any potential areas of differences discussed.

**Please note these here:**

**There are no potential differences to be noted here.**

1. **How any dissatisfaction with supervision will be resolved**

Any dissatisfaction with supervision should be raised with supervisor/supervisee in the first instance. If the dissatisfaction cannot be resolved by this method, advice, support or a separate meeting should be sought with the manager of the supervisor.

### Please note agreement to this here:

**have agreed that if I am unable to resolve any dissatisfaction they will contact Judith Honnor, Fostering Manager.**

1. **Any other areas to be noted about the supervisory process**

Supervision will only be cancelled for the following reasons:

* **If**   **are unwell**
* **If either child is unwell**
* **If the SSW is unwell**
* **An emergency appointment**
* **A meeting regarding any child in placement is arranged**
* **Personal family matters**
* **Extreme weather conditions making it difficult to drive.**

1. **Practical arrangements**

*The following should be noted here:*

* Venue, duration and frequency of supervision

**Supervision will be held at**   **house. It will be held every calendar month and the duration will be for approximately 2 hours.**

* Contact between supervision sessions

**will contact \_\_\_\_\_\_\_\_\_\_\_\_\_ if there is an incident during office hours and will contact the OOH’s SSW is it is out of hours.**   **can contact \_\_\_\_\_\_\_\_\_\_\_\_ or the duty worker if additional advice and support is required. A support call will be made on a weekly basis to** Carers........  **at a time which is convenient to them.**

* Arrangements in supervising social workers absence

**A social work member of the team will complete supervision with** Carers........ **in …………absence.**

* Recording, signing and retention of supervision minutes

**The SSW will record supervision discussion during supervision. If agreed,** Carers........  **and the SSW will sign these minutes. A copy will be held on the carers file at the office and a copy will be provided to** Carers........ **at the end of the supervision meeting to be retained on their home file.**

* Confidentiality agreement

Carers........**agree to keep all issues discussed in supervision confidential. The SSW will inform the managers of any issues and no information from supervision sessions will be shared with other foster carers.**

* Timescale and method of review of supervision agreement

Carers........ **and the SSW will review the supervision agreement on an annual basis.**

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| Carer 1: |  | Date: |
| Carer 2: |  | Date: |
| Supervising Social Worker: |  | Date: |