



Cheshire & Merseyside Social Work Teaching Partnership

AC & Assessor ASYE Combined CRL

Critical Reflection Log

Front sheet

NQSW name:	
Social Work England registration number	
Full-time/part-time	As this may affect the total length of ASYE and review dates.
ASYE assessor name:	
Line manager name:	If different from ASYE assessor.
ASYE start date:	
ASYE proposed completion date:	
Employing organisation:	
Name of service in which NQSW is based:	Adult services/Mental health services/Child and family/Children's services.
Name and/or type of team	Please do not record the address.

Confidentiality statement

I confirm that GDPR guidelines have been followed. Please add an x to the relevant box and date

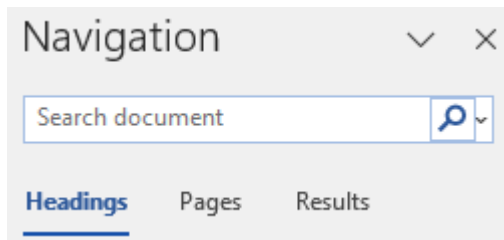
NQWS Agree:	<input type="checkbox"/>	Date:	<input type="text"/>
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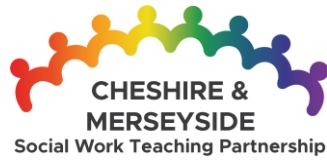
ASYE Assessor Agree:	<input type="checkbox"/>	Date:	<input type="text"/>
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Other professional Agree:	<input type="checkbox"/>	Date:	<input type="text"/>
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Contents

To view the document contents, you will need to download this document and open the Navigation pane. Press Ctrl+F, or select the View tab and choose Navigation Pane and Headings.





The Beginning | Post Qualifying Statements Self-Assessment Form

To be completed by the NQSW prior to the Initial Professional Development Meeting.

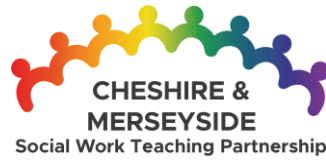
Please refer to the PQS.

What do I do well?	
How do I know?	
What do I need to work on?	
How can I develop on this?	Consider training needs, peer support & observations....

The Beginning | Initial professional development meeting (IPDM)

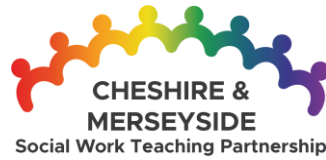
This initial professional development meeting will support the NQSW to write their first professional development plan (PDP).

Name of ASYE assessor:	
Date:	
Please record the main points of the meeting – using bullet points if required.	
NQSW agrees:	
Date:	



The Beginning | Professional development plan – 0-3 month

Learning objective	How will you meet the objective and what support will you need to meet this? Note your development activity or action planned.	How does this link to the assessment outcomes for the ASYE?	Date for completion and/ or review.	How will my practice impact positively on those in need of care and support and others?
1.				
2.				
3.				



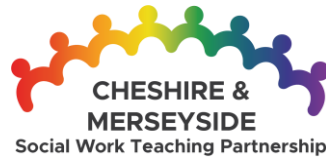
The Beginning | Record of Support & Progressive Assessment – Agreement

1. Support and assessment agreement

Name of line manager/supervisor	
Name of ASYE assessor	if different from line manager.
Is the ASYE assessor an independent assessor?	
Name of ASYE programme co-ordinator	if appropriate.
Name and role of others present at the support and assessment agreement meeting	

2. Inclusion

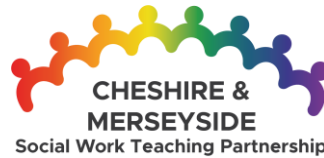
NQSW background and context:	
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Further information that will support the accessibility of the programme for the NQSW:	
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3. Expectations: Key dates and deadlines

Date ASYE commenced:	
Length of probation period:	
Date of initial development meeting: (prior to the support and the assessment agreement meeting)	
Date of support and assessment agreement meeting:	
Date set for three-month foundational review:	
Deadline for submission of documentation for the 3-month review:	
Date set for 6-month review:	
Deadline for submission of documentation for the 6-month review:	
Date set for 9-month progressive development meeting:	
Date set for the final review and assessment including recommendation of final assessment decision:	



Deadline for submission of documentation for the final review:	
Deadline for submission of the completed portfolio of evidence:	
Date of the internal moderation panel when the final assessment outcome will be confirmed:	

4. Supervision and support

The supervision section may be pre-populated in line with the employer's ASYE scheme.

Supervision will be provided by: (Case management & Critical reflection focused supervision)	If the person providing case management supervision is different from the person providing critical reflection focused supervision, then identify them as: (1) Case management – (name) and (2) Critical reflection focused supervision (name).
Name of backup supervisor:	If the allocated supervisor is off sick or absent/unavailable.
Any additional support available to NQSW:	e.g., buddy, group supervision, action learning sets.
Supervision sessions will be as follows:	
Duration:	



First six weeks of employment (include dates):	
Week seven – six-month review:	
Six-month review to end of ASYE:	
Supervision will include:	

5. Workload management

Expectations of workload management may be pre-populated in line with the employer’s ASYE scheme although some assessors/supervisors may wish to input this.

How will workload be agreed, allocated and monitored?	
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6. Protected development time

Expectations of protected development time may be pre-populated in line with the employer’s ASYE scheme.

Please see Critical Reflection log where all learning and development activities are identified.

10% of the NQSW’s time should be set aside for undertaking learning and development activities (this equates to 0.5 day per week or 2 days per month).



NQSW agree:	
ASYE Assessor agree:	

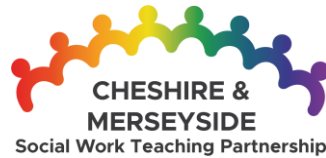
7. Requirements and responsibilities

Requirements and responsibilities may be pre-populated in line with the employer's ASYE scheme.

The NQSW is required to:

Identify their learning objectives and be proactive in securing opportunities to meet these.	
Complete the evidence of progression and submit it to the assessor in advance of formal reviews and engage in reviews of their ASYE programme.	
Raise with their assessor any concerns about the working of the ASYE support arrangements, unless the concern relates to the assessor, in this instance with the team manager.	
The NQSW's voice is very important in the national development of the ASYE programme. Please provide feedback to your ASYE coordinator about the quality of your ASYE experience.	
Timely submit all documents to their ASYE Assessor for their next review	
Timely submit their portfolio of evidence to the ASYE coordinator by the agreed submission date (for later consideration by the internal moderation panel)	

The ASYE assessor is required to:



Provide details of the selection of all allocated cases (numbers and complexity) – bearing in mind the NQSW’s development needs.	
Provide regular supervision with a focus on critical reflection and to facilitate the development of the NQSW’s critical thinking skills.	
Support the NQSW to engage in continuous critical reflection and learning about the quality of their professional recording and implement change as a result.	
Support the NQSW to engage in continuous critical reflection and learning about the quality of their professional practice and demonstrate that their recording is of the standard required by the organisation.	
Provide regular developmental feedback to the NQSW.	
Advocate that the NQSW receives their protected development time and monitors the management of this time.	
Support the NQSW to be released to attend ASYE related training events, workshops, action learning sets, group supervision etc. that are specific to the ASYE programme plus other relevant training appropriate to the NQSW’s learning and development needs.	
Evaluate the NQSW’s evidence of progression and assess the NQSW’s development against the PQS (KSS) and PCF.	
Undertake regular reviews as required by the programme and complete the relevant part of the record of support and progressive assessment (RSPA).	
Undertake and provide observer feedback reports on at least two of the (minimum three) direct observations – unless there is a clear rationale why this is not achievable.	

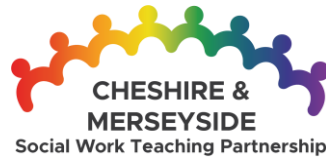
If different, the line manager/ supervisor is required to:



Ensure that the NQSW receives an induction and is supported in their integration into the team.	
Oversee the management of NQSW's workload.	
Liaise with the ASYE assessor about the workload and selection of cases for allocation to the NQSW so that it meets the programme's guidance on a reduction in workload (10%).	
Contribute to the progressive assessment of the NQSW.	
Support the NQSW in attending training events, workshops, action learning sets, group supervision specific to the ASYE programme	
Support the NQSW in attending other relevant training appropriate to their learning and development needs.	
Ensure that the support arrangements of the ASYE programme are delivered, particularly the arrangements of supervision, a reduced caseload and protected development time.	

The ASYE programme coordinator (if applicable) is required to:

Coordinate the delivery of the ASYE programme.	
Manage the Skills for Care ASYE portal.	
Provide NQSWs and their assessor with support and advice as/when required, particularly in the event of difficulties.	
Provide the supporting documentation for the ASYE process.	



Provide guidance materials for NQSWs and their ASYE assessor (this may include an ASYE handbook).	
Coordinate training and workshops for NQSWs and ASYE assessors.	
Manage the ASYE quality assurance process.	
Provide links to senior managers (including the principal social worker)	
Provide links to wider organisational policies and procedures, including HR.	

8. Assessment, review, and quality assurance

This section may be pre-populated to address questions in line with the employer's ASYE scheme.

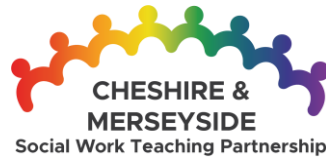
How will ASYE reviews and assessment be linked to employer's probation and appraisal processes?	
What are the contractual implications of failure to complete, or failure of, the ASYE year?	



What arrangement does the employer use internally or externally to quality assure the assessment of the NQSW?	e.g., in Teaching Partnerships etc.
How will the employer and NQSW deal with any disagreements over decisions?	
How is successful completion of the ASYE recognised by the employer?	e.g., award ceremony, employer ASYE certificate, career progression or other activity/process.

9. Record of discussions re expectations of NQSW

	X if yes	
Considering the NQSW's current context and previous experience, as identified in the initial professional development meeting, has the NQSW addressed these areas in their initial ASYE PDP?		If no, give details.

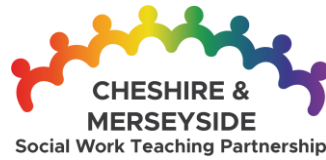


<p>Have you discussed the roles and responsibilities of the different people involved in assessing or supporting the NQSW's ASYE?</p>		<p>If no, give details.</p>
<p>Is the NQSW clear about their own responsibilities and have you discussed the expectations of the NQSW's evidence of progression (e.g., critical reflection log)? (Record here any comments, issues or concerns raised by the NQSW about what is expected of them)</p>		<p>If no, give details.</p>

Declarations

<p>NQSW: I have read and understood my role and responsibilities and commit to fulfilling them. I confirm the arrangements set out in this agreement:</p>			
<p>Agree:</p>		<p>Date:</p>	

<p>ASYE Assessor: I understand my role and responsibilities as an assessor and commit to fulfilling these. I confirm the arrangements set out in this agreement:</p>			
<p>Agree:</p>		<p>Date:</p>	



NQSW's line manager (If applicable): I have read the support and assessment agreement and will support the assessor with their role and provide any supporting documents for the review meetings to inform the progressive assessment:

Agree:		Date:	
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ASYE coordinator (If applicable): I have read the support and assessment agreement and will support the assessor with their role. I will provide supporting documents for the review meetings to inform the progressive assessment:

Agree:		Date:	
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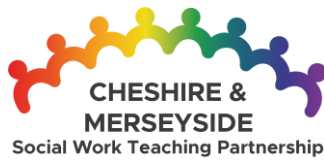
How do you feel that you have embedded this learning into your practice?

Please indicate evidence of having 'protected time' - Reference may be given to sections in document

Method	Notes	Dates Taken

0-3 month | Supervision Log

Weekly Supervisions	Date of Supervision	If no date provided, please give reasons
Week 1		
Week 2		
Week 3		
Week 4		
Week 5		
Week 6		
2-weekly supervisions	Date of Supervision	If no date provided, please give reasons
Week 8		
Week 10		
Week 12		



0-3 month | Evidence of Protected Caseload

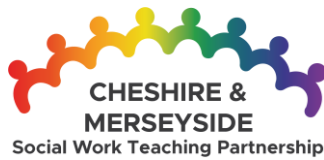
Average Caseload within Team:	
ASYE Current Caseload:	
Caseload Breakdown:	i.e., CP, CIN, CLA, Proceedings, S42, Court of Protection etc.
Additional Comments:	

In the first three months of your ASYE have there been any issues or changes associated with the support arrangements identified in your Support and Assessment Agreement (SAA)?	X if yes:
If yes, please explain what efforts you and others have made to resolve these issues and the outcome	

Exceptional circumstances:
including pandemic, organisational changes.

0-3 month | Direct Observation - Number 1

Name of NQSW:	
Name and job title of observer:	
Date, setting, virtual or face-to-face:	



Date of the observation:

Part 1: Background to the observation

Brief background to observed practice:

Word guide: 250

What does the observer need to know to understand the situation including history, context, and key issues?

Part 2: Planning the intervention

Planning for the intervention:

do not assume the observer has knowledge of this. Word guide: 400

Part 3: Critical reflection on practice during the observation

Critically reflect on your practice during the observation:

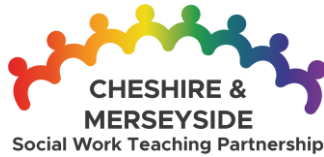
Word guide: 500.

Part 4: Holistic assessment of the observation of practice

Holistic assessment of the NQSW's capability demonstrated in the direct observation of practice (link to Children's PQS (KSS) or Adult PQS and PCF when appropriate)

Part 5: NQSW feedback on observer's report

Do you agree with the comments in the observer's report?



Identify your specific learning needs from this piece of work:

Part 6: Optional feedback from person/people who draw on care and support (or their carers).

Feedback from the person/people who draw on care and support:
Ideally, this feedback should be obtained by the observer immediately after the observation of practice, although this may not always be possible.

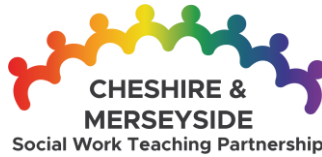
Part 7: Sign Off

NQWS agree:	
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Observer Name:	
Date:	

**0-3 month | Feedback Other Professionals -
Number 1**

Name of NQSW:	
Name and job title of professional:	
Date, setting, virtual or face-to-face feedback:	
Your feedback of the NQSW's practice:	



Professional's agreement:	
Professional's job title and agency:	
Date:	

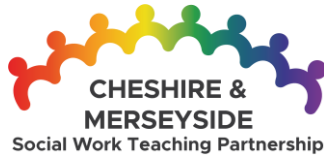
NQSW to complete the three boxes below after receiving feedback from other professionals.

Reflection:	
Reflect critically on how, in this piece of practice, you have applied your social work knowledge, skills and values to the situation (this could also include your understanding of the significance of diversity and discrimination on the lives of the person/people who draw on care and support).	
What would you do differently in the future?	
Has the observer made suggestions for changes to your practice?	
Identify your specific learning needs from this observation:	
Write in a SMART (Specific, Measurable, Achievable, Realistic, Time-bound) way.	
Date:	

0-3 month | Response to Feedback from Service Users

NQSW to complete after receiving feedback from service users.

<p>Critical reflection and professional development bearing mind the DfE Post Qualifying Standards: Knowledge and Skills Statement for Child and Family Practitioners, the PCF and its' ASYE level descriptor.</p> <ul style="list-style-type: none"> ● Have you identified any specific areas for further development? ● How do you intend to address these? ● What support do you need?
--



Date:	

0-3 month | Verification of Professional Documentation (work products) Number 1

Description of work product	What are the strengths of the recording?	Areas for development for the NQSW's next PDP

Assessor/line manager agreement:	
Date:	



0-3 month | Professional development plan 3-6 months

Learning objective	How will you meet the objective and what support will you need to meet this? Note your development activity or action planned.	How does this link to the assessment outcomes for the ASYE?	Date for completion and/or review.	How will my practice impact positively on those in need of care and support and others?
1.				
2.				
3.				

0-3 month | Foundational Review

Section 1: Attendees

Date of review:	
NQSW attended:	
ASYE assessor attended:	
Line manager attended:	
ASYE coordinator attended:	
Others: (if applicable, e.g., HR)	
If yes to others, give details.	

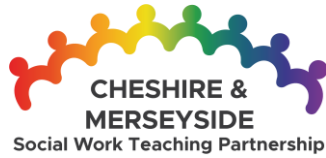
Section 2: Context

<p>Have there been any changes that have impacted on the NQSW's progress (whether they relate to the NQSW, the organisation or other factors)?</p> <p>Provide information about the NQSW's support arrangements.</p>

Section 3: Assessment of progressive development

Please link your writing to the **Child PQS** or **Adult PQS** as appropriate and the **PCF** whenever relevant (see guidance).

Assessment of progressive development:
Word guide: 1,250.
Areas for development and focus for next PDP three - six months



Additional comments from line manager and/or ASYE coordinator (if applicable)

Section 4: NQSW's progress and probation

Is the NQSW's progress satisfactory at this stage of their ASYE?	Yes:	<input type="checkbox"/>	No:	<input type="checkbox"/>
Comments:				
If no, have concerns been addressed in the next PDP and/or is there an organisational support plan?				
Are there any issues that affect the probation of the NQSW? (i.e., conduct, attendance, ability to fulfil role?)	Yes:	<input type="checkbox"/>	No:	<input type="checkbox"/>
Comments:				
If yes, has HR been notified?	Yes:	<input type="checkbox"/>	No:	<input type="checkbox"/>
Comments:				

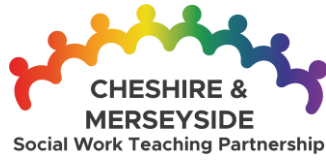
Section 5: NQSW additional comments

Do you have any comments on this three-month foundational review?

Section 6: Declarations

NQSW	
I have read and understood this review:	<input type="checkbox"/>

ASYE Assessor	
I confirm my assessment at this review:	<input type="checkbox"/>

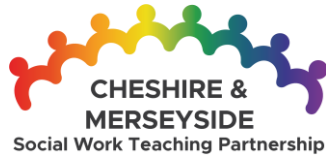


Date:	
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Date:	
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ASYE Coordinator	
I have read this assessment and endorse it:	
Date:	

Line manager name (if applicable)	
I have read this assessment and endorse it:	
Date:	



How do you feel that you have embedded this learning into your practice?

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Please indicate evidence of having 'protected time' - Reference may be given to sections in document

Method	Notes	Dates Taken

3-6 month | Supervision Log

2-weekly supervisions	Date of Supervision	If no date provided, please give reasons
Week 14		
Week 16		
Week 18		
Week 20		
Week 22		
Week 24		
Week 26		

3-6 month | Evidence of Protected Caseload

Average Caseload within Team:	
ASYE Current Caseload:	
Caseload Breakdown:	i.e., CP, CIN, CLA, Proceedings, S42, Court of Protection etc.
Additional Comments:	

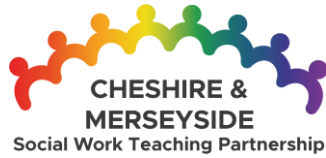
In months three to six of your ASYE have there been any issues or changes associated with the support arrangements identified in your Support and Assessment Agreement?	X if yes
If yes, please explain what efforts you and others have made to resolve these issues and the outcome	

Exceptional circumstances:
including pandemic, organisational changes.

3-6 month | Critical Reflection on Progressive Development

Critical Reflection on Progressive Development

Identification of on-going learning needs/areas of development
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3-6 month | Post Qualifying Statements Self-Assessment Form

To be completed by the NQSW prior to the Initial Professional Development Meeting.

What do I do well?
How do I know?
What do I need to work on?
How can I develop on this?
Consider training needs, peer support & observations.

3-6 month | Direct Observation - Number 2

Name of NQSW:	
Name and job title of observer:	
Date, setting, virtual or face-to-face:	
Date of the observation:	



Part 1: Background to the observation

Brief background to observed practice:

Word guide: 250

What does the observer need to know to understand the situation including history, context, and key issues?

Part 2: Planning the intervention

Planning for the intervention:

do not assume the observer has knowledge of this. Word guide: 400.

Part 3: Critical reflection on practice during the observation

Critically reflect on your practice during the observation:

Word guide: 500.

Part 4: Holistic assessment of the observation of practice

Holistic assessment of the NQSW's capability demonstrated in the direct observation of practice (link to Children's PQS (KSS) or Adult PQS and PCF when appropriate)

Part 5: NQSW feedback on observer's report

Do you agree with the comments in the observer's report?

Identify your specific learning needs from this piece of work:

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Part 6: Optional feedback from person/people who draw on care and support (or their carers).

Feedback from the person/people who draw on care and support:
Ideally, this feedback should be obtained by the observer immediately after the observation of practice, although this may not always be possible.

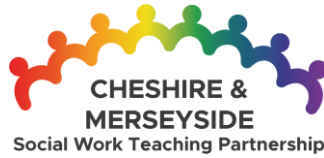
Part 7: Sign Off

NQSW Agree:	
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Observer Name:	
Date:	

3-6 month | Verification of Professional Documentation (work products) Number 2

Description of work product	What are the strengths of the recording?	Areas for development for the NQSW's next PDP



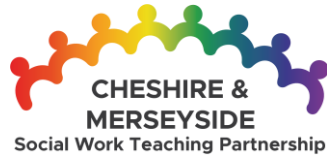
Assessor / line manager agreement:	
Date:	

3-6 month | Feedback Other Professionals - Number 2

Name of NQSW:	
Name and job title of professional:	
Date, setting, virtual or face-to-face feedback:	
Your feedback of the NQSW's practice:	
Professional's agreement:	
Observer's job title and agency:	
Date:	

NQSW to complete the three boxes below after receiving feedback from other professionals.

Reflection:
Reflect critically on how, in this piece of practice, you have applied your social work knowledge, skills and values to the situation (this could also include your understanding of the significance of diversity and discrimination on the lives of the person/people who draw on care and support).
What would you do differently in the future?
Has the observer made suggestions for changes to your practice?



Identify your specific learning needs from this observation:

Write in a SMART (Specific, Measurable, Achievable, Realistic, Time-bound) way.

Date:



3-6 Month | Professional Development Plan 6-9 month

Learning objective	How will you meet the objective and what support will you need to meet this. Development activity or action planned.	How does this link to the assessment outcomes for the ASYE?	Date for completion and/or review.	How will my practice impact positively on those in need of care and support and others?
1				
2.				
3.				

3-6 month | Six Month Review

Section 1: Attendees

Date of review:	
NQSW attended:	
ASYE assessor attended:	
Line manager attended:	
ASYE coordinator attended:	
Others: (if applicable, e.g., HR)	
If yes to others, give details.	

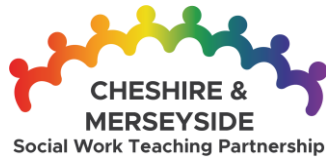
Section 2: Context

<p>Have there been any changes that have impacted on the NQSW's progress (whether they relate to the NQSW, the organisation or other factors)?</p> <p>Provide information about the NQSW's support arrangements.</p>

Section 3: Assessment of progressive development

Please link your writing to the Child PQS or Adult PQS as appropriate and the PCF whenever relevant.

Assessment of progressive development:
Word guide: 1,250.
Areas for development and focus for next PDP six - nine months



Additional comments from line manager and/or ASYE coordinator (if applicable)

Section 4: NQSW's progress and probation

Is the NQSW's progress satisfactory at this stage of their ASYE?	Yes:		No:	
Comments:				
If no, have concerns been addressed in the next PDP and/or is there an organisational support plan?				
Are there any issues that affect the probation of the NQSW? (i.e., conduct, attendance, ability to fulfil role?)	Yes:		No:	
Comments:				
If yes, has HR been notified?	Yes:		No:	
Comments:				

Section 5: NQSW additional comments

Do you have any comments on this three-month foundational review?

Section 6: Declarations

NQSW	
I have read and understood this review:	
Date:	

ASYE Assessor	
I confirm my assessment at this review:	
Date:	



ASYE Coordinator	
I have read this assessment and endorse it:	<input type="checkbox"/>
Date:	

Line manager name (if applicable)	
I have read this assessment and endorse it:	<input type="checkbox"/>
Date:	



How do you feel that you have embedded this learning into your practice?

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Please indicate evidence of having 'protected time' - Reference may be given to sections in document

Method	Notes	Dates Taken

6-9 month | Supervision Log

Monthly supervisions	Date of Supervision	If no date provided, please give reasons
Month 7		
Month 8		
Month 9		

6-9 month | Evidence of Protected Caseload

Average Caseload within Team:	
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ASYE Current Caseload:	
Caseload Breakdown:	
Additional Comments:	

In months six to nine of your ASYE have there been any issues or changes associated with the support arrangements identified in your Support and Assessment Agreement?	X if yes
If yes, please explain what efforts you and others have made to resolve these issues and the outcome	

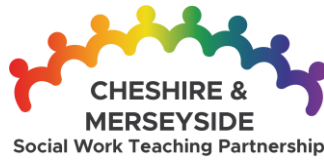
Exceptional circumstances:
including pandemic, organisational changes.

6-9 month | Direct Observation - Number 3

Name of NQSW	
Name and job title of observer	
Date, setting, virtual or face-to-face	
Date of the observation	

Part 1: Background to the observation

Brief background to observed practice:
--



Word guide: 250

What does the observer need to know to understand the situation including history, context, and key issues?

Part 2: Planning the intervention

Planning for the intervention:

do not assume the observer has knowledge of this. Word guide: 400.

Part 3: Critical reflection on practice during the observation

Critically reflect on your practice during the observation:

Word Guide: 500.

Part 4: Holistic assessment of the observation of practice

Holistic assessment of the NQSW's capability demonstrated in the direct observation of practice (link to Children's PQS (KSS) or Adult PQS and PCF when appropriate)

Click or tap here to enter text.

Part 5: NQSW feedback on observer's report

Do you agree with the comments in the observer's report?

Identify your specific learning needs from this piece of work:



Part 6: Optional feedback from person/people who draw on care and support (or their carers).

Feedback from the person/people who draw on care and support:

Ideally, this feedback should be obtained by the observer immediately after the observation of practice, although this may not always be possible.

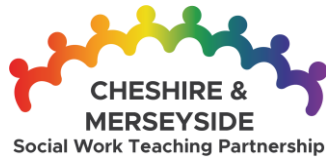
Part 7: Sign Off

NQSW Agree:	
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Observer Name:	
Date:	

6-9 month | Feedback Other Professionals - Number 3

Name of NQSW:	
Name and job title of professional:	
Date, setting, virtual or face-to-face feedback:	
Your feedback of the NQSW's practice:	
Professional's agreement:	



Observer's job title and agency:	
Date:	

NQSW to complete the three boxes below after receiving feedback from other professionals.

Reflection:	
Reflect critically on how, in this piece of practice, you have applied your social work knowledge, skills and values to the situation (this could also include your understanding of the significance of diversity and discrimination on the lives of the person/people who draw on care and support).	
What would you do differently in the future?	
Has the observer made suggestions for changes to your practice?	
Identify your specific learning needs from this observation:	
Write in a SMART (Specific, Measurable, Achievable, Realistic, Time-bound) way.	
Date:	



6-9 month | Professional development plan 9-12 months

Learning objective	How will you meet the objective and what support will you need to meet this? Note your development activity or action planned.	How does this link to the assessment outcomes for the ASYE?	Date for completion and/or review.	How will my practice impact positively on those in need of care and support and others?
1.				
2.				
3.				

6-9 month | 9 Month Review / Progressive Development Meeting

Date of review:	
NQSW attended:	
ASYE assessor attended:	
Line manager attended:	
ASYE coordinator attended:	
Others: (if applicable, e.g., HR)	
If yes to others, give details.	

Part 1: Record of meeting

To be completed by the NQSW in consultation with the ASYE assessor.

Please record the main points covered in this meeting.	
e.g., strengths and areas of development/learning needs. Please use this information to complete your final PDP.	
Is the NQSW on track to pass their ASYE?	
Yes:	If no, please give details.
NQSW agree:	
Date:	



Part 2: ASYE Assessor to complete post progressive development meeting

Have areas of development/learning needs been transferred to the NQSW's final PDP?		
Yes:		If no, please give details.
ASYE assessor agree:		
Date:		

Additional Nine-month action plan (if required)

If any issues have arisen from the nine-month progressive development meeting, please use the table below

Issue	Action	By whom	By when

9-12 month | Critical Reflection Log

Training Log

Training Course Title	Date

Practice Development Events

Practice Development Event Title	Date

Assessed and Supported Year in Employment Support Sessions

ASYE Session Title	Date

How do you feel that you have embedded this learning into your practice?

--

Please indicate evidence of having 'protected time' - Reference may be given to sections in document

Method	Notes	Dates Taken

9-12 month | Supervision Log

Monthly supervisions	Date of Supervision	If no date provided, please give reasons
Month 9		
Month 10		
Month 11		
Month 12		

9-12 month | Evidence of Protected Caseload

Average Caseload within Team:	
ASYE Current Caseload:	
Caseload Breakdown:	

Additional Comments:

--

In the last six months of your ASYE have there been any issues or changes associated with the support arrangements identified in your Support and Assessment Agreement?

X if yes

--	--

If yes, please explain what efforts you and others have made to resolve these issues and the outcome

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Exceptional circumstances:

including pandemic, organisational changes.

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9-12 month | Post Qualifying Statements Self-Assessment Form

To be completed by NQSW prior to the Initial Professional Development Meeting.

What do I do well?	
How do I know?	
What do I need to work on?	
How can I develop on this?	Consider training needs, peer support & observations.

9-12 month | Final Assessment: reflection on learning in the 6 – 12 months (end of ASYE)

Final Assessment: Written critical reflection (2000-word count) <u>or</u> Presentation related to professional progressive development:	PQS/ PCF/ Ref.

Identification of on-going learning needs/areas of development:

9-12 month | Assessment Feedback from HEI

Please insert all feedback from HEI if applicable.
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9-12 month | Final Verification of Professional Documentation

Description of work product	What are the strengths of the recording?	Areas for development for the NQSW's next PDP



Assessor / line manager agreement:	
Date:	

NQSWS reflection on ASYE assessor/line manager feedback:	
This feedback should inform your next PDP. (Please describe what strengths and learning needs have been identified and how you will address these).	
Date:	

Final | Professional development plan

Learning objective	How will you meet the objective and what support will you need to meet this. Development activity or action planned.	How does this link to the assessment outcomes for the ASYE?	Date for completion and/ or review.	How will my practice impact positively on those in need of care and support and others?
1.				
2.				
3.				

Final | Review & Assessment

Section 1: Attendees

Date of review:	
NQSW attended:	
ASYE assessor attended:	
Line manager attended:	
ASYE coordinator attended:	
Others: (if applicable, e.g., HR)	
If yes to others, give details.	

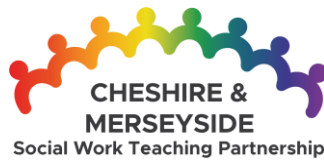
Section 2: Context

<p>Have there been any changes that have impacted on the NQSW's progress (whether they relate to the NQSW, the organisation or other factors)?</p> <p>Provide information about the NQSW's support arrangements.</p>

Section 3: Assessment of progressive development

Please link your writing to the **Child PQS** or **Adult PQS** as appropriate and the **PCF** whenever relevant (see guidance).

Assessment of progressive development:
Word guide: 1,500.

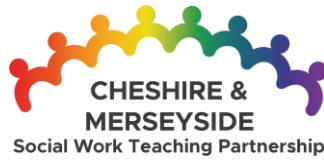


Section 4: Demonstration of progressive development

Has the NQSW demonstrated progressive development and met the PQS (KSS) through the following assessment evidence:	Yes	No
Critical reflection as demonstrated through the written piece of work in their critical reflection log		
Work products (professional documentation)		
If answered 'No' to any of the two statements above, please give more details:		

Section 5: Quality Assuring the portfolio evidence

These are the minimum evidence requirements to meet the ASYE portfolio standards:		
In addition, has the NQSW:	Yes	No
Have at least three successful observations of practice been completed, with at least two of these by the ASYE assessor?		
Does the portfolio contain at least three observations/feedback from other professionals?		
Does the portfolio contain at least three pieces of feedback from people who draw on care and support?		
Has the NQSW completed their final PDP for the next stage of their professional development (post ASYE)?		
If you answered 'No' to any of the above four questions, please give more information in the box below:		



Section 6: Next Steps

What are the NQSW's development needs post ASYE and how do you consider these could be addressed?
Additional comments to inform this final review from line manager and/or ASYE coordinator or any other involved professional:
if applicable, e.g., Principal Social Worker.
Summary of support:
Performance management:

Section 7: Recommendation

Final recommendation by the assessor	Yes	No
This is confirmed through the internal moderation process		
Has the NQSW passed the ASYE?		
If no, are concerns being addressed via HR/capability procedures?		
NQSW's comments on final review & recommendation:		

Section 8: Declarations

NQSW	
I have read and understood this review:	

ASYE Assessor	
I confirm my assessment at this review:	



Date:	
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Date:	
-------	--

ASYE Coordinator	
I have read this assessment and endorse it:	
Date:	

Line manager name (if applicable)	
I have read this assessment and endorse it:	
Date:	

Appendix 1 - Internal moderation process

The internal moderation process confirms the assessment outcome on behalf of the employer through reviewing and scrutinising the assessment decisions of individual assessors.

This space is provided for the employer to include a statement about the organisation's internal moderation process.

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