

## Appendix Eight

### GROUP SUPERVISION AGREEMENT

#### 1. Type, purpose and subject of group supervision

#### 2. The venue, date and time of the session

#### 3. General responsibilities

- We will agree a summary record of the supervision session.
- We will work to agreed purposes in each supervision session.
- We agree that issues presented in supervision will remain confidential to all except that:
  - a) I (the Supervisor) may discuss issues with my own individual supervisor
  - b) if I (the Supervisor) have concern about the safety of your work with clients I will (in this order):
    1. let you know of the concern at the time
    2. together with you record actions and time frame required to rectify the situation
    3. where I am not your manager, communicate unresolved concerns or safety issues to your line manager.

## **4. Specific responsibilities**

### **I, the supervisor and facilitator, am responsible for:**

- Arriving on time and managing time effectively
- Providing a safe non-threatening environment
- Facilitating the group process to ensure there is a balance of support and challenge
- Being mindful of professional, ethical and organisational issues
- Offering guidance on difficult issues
- Managing any conflict within the group by presenting options to resolve this conflict
- Supporting feedback on understanding and learning
- Offering 1-1 support outside of the group should it become necessary.
- Reviewing with you the effectiveness of supervision

### **We, the Supervisees and participant are responsible for:**

- Arriving on time
- Giving the supervisor or facilitator reasonable notice if you are unable to attend
- Preparing for group supervision
- Contributing to the process of sharing and learning
- Offering clear, honest and supportive feedback on cases
- Being willing to receive constructive feedback from group
- Containing confidentiality within the group for client's and for each other

## **5. Accountability and decision-making**

No decisions about a child or young person should be agreed without the accountable team manager although ideas can be put forward for the worker to consider with their team manager during individual supervision.

## **6. Managing disagreements**

In the event of a breakdown in communication between any members of the group we will aim to resolve the matter between us. If we are unable to come to a satisfactory conclusion then XXXX will be informed and invited to help resolve the matter. Members have a right to take their disagreement to higher management if they feel the situation is unresolved.

