

Supervision Contract

To help Practice Educators and support social work students to gain the most from their social work placement experience I want to share some helpful tips and tools. I have devised and always use a supervision contract to ensure the student is fully aware of their responsibilities and how disagreements will be handled.

Example Student Social Work Supervision Contract

Period of Contract

- ◆ From:
- ◆ To:

Parties Involved

- ◆ Name of Practice Educator:
- ◆ Name of Social Work Student:

Arrangements for Social Work Professional Supervision

- ◆ Venue
- ◆ Frequency and time frame
- ◆ Method of recording. The Practice Educator will provide basic supervision minutes and the social work student can support these with supplementary evidence of Professional Capability Framework (PCF's) met in particular areas as relevant and appropriate
- ◆ The supervision agenda will be set and agreed at the beginning of each supervision session and tailored to the social work students' learning needs
- ◆ The Practice Educator will consider time management and prioritisation of agenda items should it not be possible to cover all agreed agenda items in the agreed time frame
- ◆ Each session will provide a formal opportunity to provide professional support with consideration of the social work student's health and wellbeing
- ◆ Each supervision session will include reference to the Professional Capability Framework and how the social work student is evidencing this on their placement
- ◆ Each session will provide a professional space to facilitate reflection and critical analysis of social work practice
- ◆ Each supervision session will provide an opportunity for the discussion, analysis and reflection of any completed continuous professional development activity to enable the social work student to formally critically reflect on practice, identify any learning needs, and examine the use of research to inform future practice.

Expectations of the Student Social Worker

- ◆ To prepare for supervision sessions
- ◆ To identify and mutually agree agenda items for each session
- ◆ To read the previous supervision minutes
- ◆ To provide information about their social work students' practice experience to clarify goals, expectations and learning needs
- ◆ To familiarise themselves with Social Work England 'Professional Standards'
- ◆ To work in a creative, problem-solving manner to minimise the challenges posed to the learning experience due to COVID 19
- ◆ To follow the mutually agreed 'Supervision Contract'.

Expectations of the Off-site Practice Educator

- ◆ To prepare for supervision sessions
- ◆ To identify and mutually agree agenda items for each session
- ◆ To read the previous supervision minutes
- ◆ To follow the mutually agreed 'Supervision Contract'
- ◆ To refer to the University module guidance as required.

Ground Rules

- ◆ The Practice Educator and social worker student will facilitate the development of a good trusting, open and honest relationship recognising that effective supervision will be enabled by this
- ◆ Both the Practice Educator and social work student will ensure that they are in a confidential space to facilitate an online discussion of sensitive information
- ◆ The sessions will be uninterrupted unless agreed by both parties
- ◆ The sessions will **NOT** be recorded.

Supervision Minutes

- ◆ The Supervision Minutes, which detail the content of the supervision session, will be completed by the Practice Educator, and provided to the social work student, within 5 working days of the supervision session taking place
- ◆ Both parties will take responsibility for the confidential storing of confidential minutes in line with the Data Protection Act.

Areas of Disagreement

- ◆ Areas of disagreement between the Practice Educator and social work student will be discussed at the earliest opportunity with reference to the University module guidance.

