

Effective supervision



Supervision recording template

Name of supervisee:

Name of supervisor:

Date:

Actions from the previous meeting

What has been my biggest achievement since my last supervision?

How do I continue to display the values of the organisation in my everyday work?

What challenges have I faced since my last supervision and how have I managed and overcome them?

Are there any challenges that remain? If so, what is needed to help me overcome them?

What learning and development have I done since my last supervision and how have I put this learning into practice? Include information about any future learning opportunities.

What do I want to achieve before my next supervision?

Feedback from supervisor:

Other areas of discussion:

Agreed actions:

Signed: _____ (supervisee)

Date: _____

Signed: _____ (supervisor)

Date: _____

Further information and advice about Effective supervision is available from
www.skillsforcare.org.uk/supervision