



**Nicola Stewart** MBACP (accred)  
School Counsellor | Clinical Supervisor | MHFA Trainer

## Supervision Contract

### The purpose of Supervision:

The overall purpose of supervision is firstly to monitor and promote the welfare of the children and young people (aged 12-25 yrs) you support in your placement hours during your Diploma training with *The Institute for Arts in Therapy and Education (IATE)* and *Trauma Informed Schools UK (TISUK)*. Within this framework of supervision we will also focus on the development of your professional identity and competence. The supervision relationship will enable the supervisee to be aware of your own process. If this touches on personal issues you will be encouraged to take this to personal therapy. The supervisor and supervisee both acknowledge that the training organisation require 1 hr of supervision for every 6 hrs of client work.

### Supervisee Therapeutic Approach:

The therapeutic approach used by the supervisee in client work is integrative and is informed by the latest research in adolescent psychology, sociology, neuroscience and medicine underpin by these approaches:

- Emotion Focused Therapy (Leslie Greenberg),
- Developmental Dyadic Psychotherapy and PACE (Dan Hughes)
- Gestalt
- TA
- Narrative medicine and use of imagery and arts to support mental state talk and affect labelling (Margot Sunderland)

### Supervisee skills - your course will develop you to:

- work therapeutically with the highest of ethical standards with teenagers in a variety of health, education, social services and private sector contexts
- run specific focus mental health groups in a safe highly structured way
- run parenting groups, commonly known as “Tea and Talk groups”
- run parent-teenager short term therapy sessions to improve the quality of the relationship

### Supervision approach:

Nicky will utilise the Hawkins & Shohet (2006) 7-eyed model of Counselling Supervision. Further details [here](#).

### Supervisor skills/memberships:

Nicky is a BACP accredited counsellor, approved IATE clinical supervisor and MHFA England Youth and Adult mental health trainer with over 14 years of experience working within primary and secondary schools supporting children & young people using an integrative approach underpin by the use of creative arts, sand tray work, play and metaphor. Elements of this work will be used within the Supervision relationship.

Nicky has the following professional requirements:

- a full clear portable DBS certificate
- an up to date Level 2 safeguarding certificate
- professional liability insurance
- regular clinical supervision
- ICO registration & GDPR compliant



## Duties and Responsibilities of the Supervisor and Supervisee

### The Supervisor will:

- Encourage and facilitate the development of an effective working relationship between the supervisee and the supervisor.
- Encourage on-going development opportunities
- Facilitate professional development
- Offer support and challenge as appropriate
- Identify a range of options for the supervisee to consider
- Intervene when a client's welfare is at risk and uphold child protection and safeguarding.
- Monitor adherence to ethical guidelines and professional standards
- Provide consultation where necessary
- Provide a Supervision report when 30 hours of clinical practice has been completed and at 6 monthly intervals until the 100 hours are completed
- Provide IATE with a written report on completion of 100 hours of supervised clinical practice ratio of 1 supervision session for every 6 counselling sessions.
- Sign a log of supervision hours completed for your IATE Clinical Presentation
- Offer support for working on-line in light of the COVID19 pandemic and social isolation requirements. *We acknowledge that 20 hrs of client work is permitted on-line by IATE as part of the 100hrs placement.*

### The Supervisee will:

- Be open and contribute to the development of an effective working relationship between supervisee and supervisor.
- Discuss client case-load and issues arising
- Prepare for supervision
- Write notes as a result of supervision
- Demonstrate that they have integrated their thinking in supervision into clinical practice
- Be prepared to give and receive feedback
- Be willing to explore other perspectives from different theoretical orientations
- Consult their supervisor in cases of emergency
- Maintain commitment to learning opportunities
- Apply for BACP registration
- Have in place a clear DBS certificate and passed the online Level Two Safeguarding assessment and have your own Professional Liability Insurance
- Have IATE Course Director placement approval before any client hours will count towards the course.
- Discuss in supervision caseload acknowledging IATE suggest starting with two clients a week and then build up to more. Build up the caseload and acknowledge that there is a limit of up to five counselling sessions in any one day.
- Consult the supervisor before accepting new referrals and before meeting with the parents. Children with a CAF or SEND may have other professionals involved.
- Acknowledge sessions normally last for 50 minutes. It may be necessary to allow up to 30 minutes either side for setting up and clearing away.
- Discuss therapeutic boundaries: *(IATE advise that there is a termly meeting with relevant school staff to discuss the teenager's progress and to review the placement. It is an expectation that the counsellor will meet with the parent(s) for an assessment meeting before the therapy begins).*
- Acknowledge that the duration of the counselling journey for each client may differ. IATE ask that the supervisee carry out some long-term teenage therapy/counselling (at least five months) with a number of teenage clients.
- Ensure that the supervisee is aware of the ethical considerations around dual relationships. *(IATE state one key condition of placement is that practitioners do not have any dual relationship with the teenagers they see as part of placement. This means that the practitioner cannot have any other role e.g. befriending, teaching, tutorial, custodial contact etc, in addition to the role as counsellor/therapist. The only relationship is the one that takes place within the allocated counselling/therapy hours.)*
- Uphold the **IATE CODE OF ETHICS FOR WORKING TEENAGERS**: which takes into account the Children's Act 1989 and specific updates and additions from 2004 and 2014. In all decisions made in relation to the client is the child's welfare and shall be the paramount consideration (1.1. Children's Act).



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**We agree to the following:**

**Setting:**

Supervision will be facilitated either on-line via Zoom or on site at:

**Fees:** £40/hour (*whilst supervisee is in training*)

**Context, Time and duration:**

Supervision will take place on a one-to-one basis. Duration of supervision will be 60 minutes per session. Sessions will be facilitated on a monthly basis or 1hr for every 6 hrs of clinical work (whichever comes first).

**Cancellation and missed sessions:**

Supervision dates and times are negotiated between the Supervisor and Supervisee(s). In the event of a Supervisee cancelling or missing a session (without a 24hr notice period) a full fee will be charged, unless agreed otherwise and/or a mutually agreeable time for re-scheduling can be identified.

Supervision sessions can be booked on-line here: [https://calendly.com/sch\\_counsellor/60min](https://calendly.com/sch_counsellor/60min)

**Availability of Supervisor:**

Monday to Friday, 9.00 am to 6.00 pm, unless agreed otherwise. Urgent messages outside this time can be left on 24 hour answer phone service. Messages will be attended to as soon as possible.

**Confidentiality:**

Confidentiality will apply to all material, with the exception of:

1. Disclosure of an involvement with child abuse, or knowledge of it taking place.
2. Any acts of terrorism planned or known of (required by UK law)
3. Any contravention of any ethical framework or code of ethics of a body that the supervisee is a member of. Should this occur, it will be discussed, and a plan of action agreed to. If no such agreement can be reached, the final decision of referral or disclosure will rest with the supervisor.

**Competency:**

Should the supervisor identify poor or unethical practice they will work to help the supervisee to explore any developmental or training needs. If the supervisor thinks that there hasn't been sufficient improvement over a negotiated period of time, in discussion with the supervisee the supervisor will identify a way forward that is in the best interest of the supervisee's clients and in line with IATE policy.

**Ending:**

As with therapy, the ending of a supervisory relationship needs to be managed carefully. In the event of an ending that is planned rather than forced through circumstances, a notice period needs to be given. Should either party wish to terminate, notice will be given of at least 2 clear sessions.

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Supervisee

Date \_\_\_\_\_

Date \_\_\_\_\_

