

Date of supervision	Details: group, 1:1, phone. Topic (if any)	Supervisor's signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Date of supervision (Continued)	Details: group, 1:1, phone. Topic (if any)	Supervisor's signature
11.		
12		
Additional:		
Date	On-going learning for Supporters: 2 Study Days, or equivalent learning units, per year	Supervisor's signature
1.		
2.		
3.		
4.		



Supervision passport

**Record of supervision
& on-going learning**

Name:



Thank you for all that you do!

Registered Scottish Charity No SC027007
Company Limited by Guarantee Registered in Scotland Co No. 330639

Recommendations for Supervision, on-going learning and volunteer development

Helpers:

1 session per month (min 4 in 6 months)

Registration periods: Oct-March & April-Sept

Supporters (probationary & full):

1 session every 2 months (min 6 per year, Jan-Dec) inc one 1:1.

Re-registration: 14 March

Additional: Tutors/supervisors are expected to attend the BfN national and one regional

conference each year.

National date:

Regional date:

Essential updates for volunteer development

Update available from

Timing

Date last completed

Hand hygiene

Supervision / Council / NHS/ Health Board

Annual

Information Governance

Online & supervision

Annual

Safeguarding: Helpers in drop-ins L1, everyone else L2, project leads L3 (advised). BfN online training at L2

Council / NHS/ Health Board

3 yearly

Lone working - Safe Home Visiting

Supervision

3 yearly

On-going Learning for Supporters: 2 Study Days, inc AGM, or equivalent learning units, per year