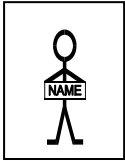
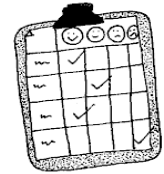
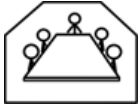


Supervision Notes

(What was talked about at the meeting)

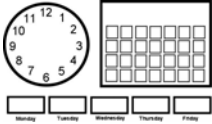


Staff Member:




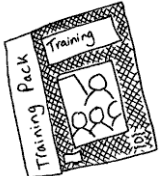

Place of Meeting:

Date:



Time:

	Items to talk about	Notes of what was talked about	Actions
	Wellbeing		
	Work Load		
	Working Time Log (Time sheet)		
	Toil (if you have worked more hours than you should, you can get some time off from work)		
	Sickness (Time when you were not well and could not come to the Work)		

	Items to talk about	Notes of what was talked about	Actions
	Annual Leave (Holidays)		
	Training and Support		
	Anything else (If there is anything else you or your manager would like to talk about)		