

STAFF SUPERVISION POLICY

Policy Title	Staff Supervision Policy
Policy Owner	<i>This may be the CEO, Human Resources Manager or equivalent</i>
Policy Approver	<i>This may be the CEO, Human Resources Manager or equivalent</i>
Related Policies	<i>Name any other policies related to the Staff Supervision Policy</i>
Related Procedures	<i>Name any other procedures related to the Staff Supervision Policy</i>
Storage Location	<i>Detail where the policy is stored, including digital and physical locations</i>
Effective Date	<i>List the date the policy came into effect</i>
Review Date	<i>List the date the policy is to be reviewed</i>

PURPOSE

The Staff Supervision Policy governs the supervision process for all staff at *(insert organisation name)*.

SCOPE

This policy applies to all staff, including employees and volunteers.

DEFINITIONS

Supervision: the act of overseeing the activities and responsibilities of staff; a contractual, relational, collaborative process, which facilitates the ethical and professional practice of the supervisee.

(insert any other definitions specific to your organisation)

POLICY STATEMENT

(Insert organisation name) is committed to supporting and developing its staff through access to robust supervision that meets good practice guidelines.

(Insert organisation name) recognises that supervision plays an integral role in staff development, learning, and continuous improvement.

The content of supervision meetings will remain confidential between the supervisor and supervisee except for agreed actions and goals, or where the disclosure of the information is consented to or required by law.

(insert any other policy statements specific to your organisation)

PROCEDURE OVERVIEW

This policy is accompanied by the Staff Supervision Procedure that provides detailed information on the process of supervision at *(insert organisation name)*.

The Staff Supervision Procedure details the persons responsible for supervision.

REVISION HISTORY

Version	Change	Author	Date of Change