



**Tameside Adult Safeguarding  
Partnership Board**

# Safeguarding Adult Supervision Best Practice Guide



**This best practice guide sets out the framework for safeguarding supervision within organisations. It provides guidance for organisations to adopt for their staff and managers involved in safeguarding practice to receive structured, reflective supervision to maintain high standards of practice and compliance with statutory requirements under the Care Act 2014.**

**Safeguarding supervision is a formal process that provides staff with time and space to reflect on safeguarding cases, decisions, and the emotional impact on members of staff.**

## 1. Objectives of Safeguarding Supervision

- Promote safe, effective, and person-centred safeguarding practice.
- Support staff in decision-making and emotional resilience.
- Ensure accountability and compliance with legal and organisational standards.
- Embed Making Safeguarding Personal principles.

## 2. Safeguarding Supervision Forums

- Sessions can be one to one with managers and staff members or peer support sessions designed to learn from staff with safeguarding experience and expertise.

## 3. Frequency

- Minimum quarterly sessions for staff involved in safeguarding.
- Additional sessions following serious incidents or complex cases.

## 4. Roles & Responsibilities

### Supervisors:

- Prepare for sessions and review case history.
- Facilitate reflective discussion and challenge assumptions.
- Ensure decisions align with policy and legislation.
- Record supervision outcomes.

### Staff:

- Attend scheduled sessions.
- Bring relevant cases and issues for discussion.
- Engage in reflective practice.

## 5. Structure of Supervision

- Agenda Setting: Agree topics in advance.
- Case Review: Discuss safeguarding concerns, risk assessments, and decision-making.
- Reflective Practice: Explore feelings, assumptions, and learning.
- Action Planning: Identify next steps and responsibilities
- Documentation: Complete supervision record using a standard template.

## 6. Confidentiality

### Supervision discussions are confidential except where:

- There is a risk of harm to an adult or child.
- Disclosure is required by law or organisational policy.

## 7. Recording

### Supervisors could complete a Safeguarding Supervision Record after each session.

### Records should include:

- Date, attendees, cases discussed, decisions made and agreed actions.
- Store records securely in line with GDPR and organisational policy.

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**October 2026**

