

Supervision questions focusing on action plans

The focus here is on translating the analysis into planning, preparation and action. This includes identifying outcomes and success criteria as well as considering potential complications and contingency plans.

- In light of the reflection and analysis we have done, what is your overall summary of where things are at and what needs to be done next?
- What are you and what are you not responsible for in managing this situation?
- What training, co-work and support needs have been raised for you?
- What information needs to be obtained from others before proceeding?
- What are your aims in the next phase of work?
- What is urgent and essential?
- What would be desirable?
- What is negotiable and what is non-negotiable in this situation?
- What would be a successful outcome from your perspective and the perspective of the student/ other students/school or key agencies?
- What might be your strategy for the next contact with the student/their family/the class and other professionals?
- What are the possible best or worst responses from the student, the class or families of the students?
- What contingency plans do you need? What is the bottom line?
- Where do you feel more or less confident?
- How can you prepare for the next steps? Prepared scripts for commonly occurring situations or for difficult conversations, mental rehearsal, flip chart map, reading, co-worker discussion?
- What can I do that would be helpful at this stage?
- When does feedback and debriefing need to take place?
- What restorative sessions are required?
- What health and safety issues are there for you/others?
- What can be done to minimise any risks?

Other methods may include role play, co-work planning, care planning, and contacting other agencies involved.