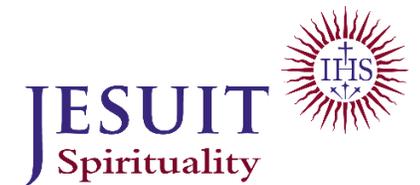


Contracting in Supervision

Supervision Training – LJC
February 2023



Ethical Principles of SD Supervision

Fidelity: honouring the trust placed in the supervisor.

Autonomy: respect for the supervisee's right to be self-governing – Informed Consent.

Beneficence: a commitment to promoting the supervisee's well-being and that of the directee.

Non-maleficence: a commitment to avoiding harm to the supervisee and to the directee.

Justice: the fair and impartial treatment of all supervisees and the provision of adequate services.

Self-respect: fostering the supervisor's, supervisee's and directee's self-knowledge and care for self.

Contracting in SD Supervision

At heart of contracting is informed consent and the establishing of appropriate boundaries and expectations.

Informed Consent

It can be said to have been given based upon a clear appreciation and understanding of the facts, implications and **possible future consequences** of an action (in this case entering into a supervision relationship). For any individual to give informed consent s/he must know and understand what is being offered and must be free to choose. Elements of informed consent: Decision-Making Capacity, Disclosure, Competency, Freedom, etc.

Boundaries

Separate me from you, 'my space' from 'your space' and creates a **safe space** to protect both. It makes it possible to establish **trust** and to do what we are there for ('task'). Boundaries allow the task to be done well.

Expectations

An expectation is a belief that is focussed on the future and it may or may not be realistic. It's important to clarify expectations and ensure that they are shared.

Contracting in SD Supervision

In the past, if a contract was sought at all, it was only verbally agreed. Now that we are in a more professionalised world and a more litigious society, it is not only important to have a supervision contract, but you must also be able to demonstrate that you have one. So a **written contract** is much to be preferred.

Whether a contract is to be written or verbal what could/should be included?

- Some summary of supervision
- Process of review
- Cancellation policy
- Record-keeping and access to records
- Supervision of supervisor
- Nature, frequency and duration of sessions
- Fees and methods of payment
- Contact outside of sessions
- Confidentiality and anonymity

Contracting in SD Supervision

Sample Written Supervision Contract

Supervision is a professional relationship between two or more people, the supervisor and the one(s) being supervised, whereby the supervisor assists the director(s) in their work of spiritual accompaniment and guarantees to maintain confidentiality with respect to the content of what is spoken about in the supervision sessions, but with the following exceptions:

- a) If the supervision (individual or group) is part of a training programme for the spiritual director and requires some reporting of the director's competence and performance to the trainers
- b) the supervisor judges that the director is acting in a seriously unprofessional way and/or is doing something to put his or her directee or a third party at serious risk of harm
- c) If the supervisor has a credible concern that a child or vulnerable adult may be at risk of being abused or is being abused. Also, if a disclosure of past abuse happens and relates to a church worker it must be reported.
- d) If the supervisor is given written permission by the director to disclose the content of one or more sessions (as it relates to that director only) or to provide an opinion to a third party based on that content (as it relates to that director only and never a directee) of such sessions

Contracting in SD Supervision

Sample Written Supervision Contract

As part of the supervisor's professional development in the giving of supervision and to assist in ensuring the highest possible standards, the supervisor also undertakes to participate in regular supervision sessions. In these meetings with an experienced supervisor, the supervisor may present material from supervision sessions. Wherever possible, the anonymity of the relevant director/supervisee will be preserved and the anonymity of the directee will always be protected.

Contracting in SD Supervision

Sample Written Supervision Contract

Supervision Agreement:

I,, understand the role of supervision and the limits to the confidentiality in the supervisory relationship, as specified above. I agree to be a party to this relationship for the benefit of my directees and for my own professional development as a spiritual director, understanding that my supervisor,, is bound by confidentiality with the exceptions specified above.

I understand that this confidentiality extends beyond the time that I am in the supervision relationship and that the supervisor is bound to maintain this confidentiality, with the specified exceptions, for ever.

Signed by Supervisee:

Date:

Signed by Supervisor:

Date:



Safeguarding and Supervision

Supervision Training – LJC
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Safeguarding and Supervision

Safeguarding

Safeguarding means keeping people safe from harm, abuse and/or neglect. This includes physical, emotional, sexual and spiritual harm.

Reporting Abuse – the Policy of the Catholic Church

If you are concerned about the welfare of a child or adult at risk, do not delay in contacting the police, using 999 if a child or adult is believed to be in immediate danger.

It is the policy of the Catholic Church in England and Wales to report to the statutory authorities, all allegations of abuse made against those working in the name of the Church, regardless of whether the allegations or concerns relate to a person's behaviour in relation to their role within the Church or another setting. If you are in any role within the Catholic Church in England and Wales, you must refer allegations directly to the safeguarding office for your diocese or religious congregation, or directly to the Police.

Notice the words **“if you have any role within the Catholic Church in England and Wales”**.

Safeguarding and Supervision

Well, do you have a “role”?

Remember the two key words I offered to you when we talked about what is spiritual direction?

Ministry: a service offered **through the church on behalf of it** "so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, reaching the whole measure of the fullness of Christ." (Eph 4:12-13). **Charism:** a gift of the Holy Spirit, given to a person in a specific historical context, so that this person can initiate or support an experience of faith that will be helpful to others and **may be useful for the life of the Church.**

As one who accompanies others in the spiritual life, **you do have a ‘role in the Church’**, so this mandatory reporting policy applies to you.

NB: it is the policy of the Catholic Church in England and Wales that if you are working as a spiritual director you must have a current (enhanced adult) DBS certificate.

Safeguarding and Supervision

Again, within the Catholic Church, it is your responsibility to report any safeguarding concerns or disclosures made to you. You can, of course, discuss the matter with your own supervisor as long as you do not delay. If you judge that a report to statutory authorities needs to be made and the person you are consulting does not, it is your responsibility to make sure that the report is made.

What of Mandatory Reporting in other denominations? – Find out!

Safeguarding and Supervision

Information given to St Beuno's Retreatants (AS AN EXAMPLE ONLY)

Safeguarding: At St Beuno's we care about the safety and well-being of everyone. To this end, in the interests of transparency and in accordance with the safeguarding policy of the Catholic Church in England and Wales, we refer any allegations or disclosures of abuse made against someone working for the Church (clergy, religious, employees, volunteers), whether in the past or recently and regardless of whether the accused person is living or dead, to the Jesuit Province Safeguarding Coordinator. We also refer any disclosure against any person (representing the church or not) where there may be current risk to a child or vulnerable adult. The Safeguarding Coordinator will then take any necessary next steps, which may include the possibility of making a report to the statutory authorities. Whether a matter is to be reported or not, the Jesuit Province is able to offer professional support to individuals who have made such disclosures while at St Beuno's.

UPDATED November 2022

Safeguarding and Supervision

The Role of a Supervisor in Safeguarding

Safeguarding in its broader sense is about creating a safer Church for everyone, the vulnerable, children, adults, lay workers and clergy and Religious too - EVERYONE.

As a supervisor of someone who accompanies others, it is your responsibility to ensure that your supervisee:

- knows how to express the limits of confidentiality at the beginning of the accompaniment relationship.
- understands what safeguarding is and how it applies in the context of accompanying others and that's not just about child abuse but creating a safe place for the one who the supervisee is accompanying and a safe place for the supervisee her/himself.
- knows what to do if a disclosure of abuse is made during accompaniment: (NB: if this comes up in, for example, a week of guided prayer with an inexperienced prayer guide, it is important that the guide knows that s/he is NOT expected to do all of what follows, but just to do the first two on the list).

Safeguarding and Supervision

What your supervisee should do if a disclosure is made

- remain calm
- listen to the story
- seek additional information gently and avoid any interrogation of supervisee or in turn the directee
- be clear what needs to be reported and what does not
- communicate clearly about the need to report the information and agree who will do the reporting
- explain the process of reporting
- discuss the issue when an adult making a disclosure refuses to give consent to using her/his name
- make sure that the one disclosing know clearly what the one accompanying is going to do with the information and that they will get back to them once they have done it
- often it is important not to finish the session at the point where the disclosure is made, but to go on with any other matter that the one being accompanied wishes to share
- write up notes immediately after the session and make sure that the supervisee does the same
- get in contact with the supervisor as soon as possible after writing up the notes and agree the next steps. If the matter is to be reported, be clear about who is to do it.
- A report is usually made to the Diocesan Safeguarding Coordinator but if s/he is not available the matter must be reported to the police (and always immediately to the police if a child is at risk).

Safeguarding and Supervision

It is also important that you as a supervisor know what to do if a supervisee tells you of an allegation, a disclosure or a concern that someone is at risk of harm.

- Stay calm
- Elicit the details from the supervisee
- Make notes (either there and then in the session or immediately afterwards)
- Recognise whether it is a reporting matter or not
- Know where to go to get advice if you are not sure
- How to make a report, who should do it and to whom
- What to do next

What if the abuse is of an adult?

What if the disclosure of abuse is an adult telling the one accompanying them of abuse that happened to her/him as a child (eg: 30 years ago)

What of domestic abuse?

Or spiritual abuse?

Safeguarding and Supervision

What Is **Spiritual Abuse**? Any attempt to exert power and control over someone using religion, faith, or beliefs can be **spiritual abuse**. **Spiritual abuse** can happen within a religious organisation or a personal relationship.

“Spiritual abuse is a form of emotional and psychological abuse. It is characterised by a systematic pattern of coercive and controlling behaviour in a religious context. Spiritual abuse can have a deeply damaging impact on those who experience it.

“This abuse may include: manipulation and exploitation, enforced accountability, censorship of decision-making, the requirement of secrecy and silence, coercion to conform, control through the use of sacred texts or teaching, the requirement of obedience to the abuser, the suggestion that the abuser has a ‘divine’ position, isolation as a means of punishment, and superiority and elitism.”

Dr Lisa Oakley, Research Associate, Churches’ Child Protection Advisory Service.

Safeguarding and Supervision

A word about Disclosure and Baring Service (DBS) Checks

Must those who accompany others have DBS checks?

- If they are working with adults – generally no! But if in role of SD then yes (in Catholic church)
- If they are working with adults at risk – no, if it is short, time-limited work
- If it is longer-term work with an adult at risk, eg: the housebound, then yes!

NB: If you in any way unsure, always enquire whether a DBS check is required by asking the Safeguarding Coordinator of the diocese. Don't rely on the parish priest to know!

Safeguarding and Supervision

Why is Abuse relevant to Spiritual Accompaniment?

Adult “survivors” of CSA are likely to experience significant negative impact on their spiritual lives. In what ways?

- Image of God
- Anger
- Trust
- Distorted relationships with “authority” figures
- Various psychological problems

Particular issues relating to abuse by clergy: trust, alienation from God/Church, fear of confession

Safeguarding and Supervision

How to help a supervisee to talk about it with one they accompany?

It's normal for your supervisee to feel overwhelmed and confused in this situation. Child abuse is a difficult subject that can be hard to accept and even harder to talk about. Adults who have been abused as children usually have a whole host of difficult feelings, including the fear that they may not be believed and/or ashamed that they were in some way responsible for what happened.

The Four 'R's of talking about abuse in Spiritual Accompaniment:

Safeguarding and Supervision

The Four 'R's of talking about abuse in Spiritual Accompaniment

Receive: Listen to what is being said without displaying shock or disbelief. A common reaction to news as unpleasant and shocking as child abuse is denial. However, if you display denial to a victim, or show shock or disgust at what they are saying, the victim may be afraid to continue and will shut down. Accept what is being said without judgement. Take it seriously.

Safeguarding and Supervision

Reassure: Reassure the victim, but only so far as is honest and reliable. Don't make promises that you can't be sure to keep, e.g. "everything will be all right now". Reassure the victim that they did nothing wrong and that you take what is said seriously. Don't promise confidentiality – never agree to keep secrets. Tell the victim that you will need to tell your supervisor. Acknowledge how difficult it must have been to talk. It takes a lot for a victim to disclose abuse, even if it happened many years ago.

Safeguarding and Supervision

React: Listen quietly, carefully and patiently. Do not assume anything – don't speculate or jump to conclusions. Do not investigate, interrogate or decide if the victim is telling the truth. Remember that an allegation of child abuse may lead to a criminal investigation, so don't do anything that may jeopardise a police investigation. Let the victim explain to you in his or her own words what happened, but don't ask leading questions. Do ask open questions like "Is there anything else that you want to tell me." Explain what you have to do next and whom you have to talk to. Refer directly to the or designated person in your organisation (as set out in the organisation's child protection policy) or to your supervisor. Do not discuss the case with anyone else.

Safeguarding and Supervision

Record: Make some very brief notes at the time and write them up in detail as soon as possible. Do not destroy your original notes in case they are required by Court. Record the date, time, place, words used by the victim and how the victim appeared to you – be specific. Record the actual words used; including any swear words or slang. Record statements and observable things, not your interpretations or assumptions – keep it factual.

Remember, this happens rarely, but when it does it is very important to handle it well, so speak to your supervisor or to the safeguarding person in your organisation as soon as possible after the disclosure.

Safeguarding and Supervision

RECEIVE

REASSURE

REACT

RECORD

Thank you!