

Agency Social Worker

Standard reference template

Section 1 - Basic reference

Social Worker

Name: _____

Social Work England registration number: _____

Assignment

Job title: _____

Start date: _____ End date: _____

Area of practice: CiN/CP LAC Fostering Adoption Other

If other, please specify _____

Did the assignment include court work: Yes No

Referee

Name: _____

Job title: _____

Local authority: _____

Email: _____

Agency Social Worker

Standard reference template

Section 2 - Detailed reference

Competency Assessment

- A - Strong:** very experienced, consistently high performance
- B - Competent:** meets all basic expectations, consistently effective performance
- C - Requires development:** inconsistent or not fully effective, may relate to competency or behaviour
- D - Unproven:** not demonstrated

1. Knowledge and record keeping

Knowledge and understanding of child protection policies, procedures, and legislation

Maintenance of accurate and up-to-date records and documentation

Writing clear, concise, and comprehensive reports, assessments, and plans

2. Assessment and intervention

Ability to assess needs, strengths, and risks to ensure safety and well-being and involvement of children and families in decision-making processes

Development and implementation of effective plans utilising evidence-based approaches.

Ability to prioritise tasks and handle competing demands while maintaining a focus on the best interests of the child

Agency Social Worker

Standard reference template

Competency Assessment - continued

- A - Strong:** very experienced, consistently high performance
- B - Competent:** meets all basic expectations, consistently effective performance
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3. Working effectively with others

Ability to work collaboratively with multidisciplinary teams and partner agencies

Promotion of open and effective communication with children and families

Ability to demonstrate cultural competence and sensitivity in working with individuals and families from diverse backgrounds

4. Professionalism

Openness to feedback and commitment to continuous learning

Engagement in reflective practice and critical analysis of own practice

Adherence to professional values, ethics, and conduct

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Performance and fitness to practise

Are you aware of any open fitness to practise concerns with the regulator:

Yes

No

This text field has a character limit of **1350**. Add any further comments in **Section 3 - Additional Information**

Additional information added

Would you re-employ this worker in a similar role:

Yes

No

This text field has a character limit of **1350**. Add any further comments in **Section 3 - Additional Information**

Additional information added

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Performance and fitness to practise - continued

If you identified a development need in the competency assessment, please give further details:

This text field has a character limit of **2000**. Add any further comments in **Section 3 - Additional Information**

Additional information added

Declaration

I confirm that I am authorised to give the assessment details outlined in this form. By supplying this assessment, I understand I am giving the recipient permission to disclose the information contained in this document to third parties.

Signature: _____

Date: _____

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Standard reference template

Section 3 - Additional information

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