# Record of Supervision

It is the Curate’s responsibility to ensure that a Record of Supervision is filled in following each meeting, and that at the end of the year it is copied, signed and sent to the Bishop along with the reports from the Curate and Training Incumbent.

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| Date: |  |
| Topic discussed: |  |
| Action to be taken: |  |

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| Date: |  |
| Topic discussed: |  |
| Action to be taken: |  |

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| --- | --- |
| Date: |  |
| Topic discussed: |  |
| Action to be taken: |  |

At the end of the year (or when requested), the Curate and Training Incumbent sign the document as a fair record before it is sent to the Bishop

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| Curate: |  | Incumbent: |  |
| Date: |  |  |  |