# Guideline Agenda for Three Way Meeting Year 2 Term 2

The second three-way meeting focuses on ensuring that the student has been given enough space and responsibility to be able to fulfil the requirements of the course. In addition it is an opportunity to raise any issues or concerns which have emerged through the Christmas assessment process.

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| Student: | Line Manager: |
| PT: | Date of Meeting: |

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| **Student** | | **Notes and Action Points** |
| How do you think the practice has been going? | |  |
| How did you find the Christmas assessment process? Are there issues that need to be addressed for the end of year assessment? | |  |
| Are there any problems with meeting the competences through your work? | |  |
| How are you finding the hours and balance of work? | |  |
| What are you enjoying most about the work/agency? | |  |
| What are you enjoying least about the work/ agency? | |  |
| What ideas or thoughts do you have about the first alternative practice? | |  |
| How is the line management process working for you? | |  |
| Is the pastoral/spiritual support relationship working for you? | |  |
| How are you coping with the course…   * *college days?* * *professional practice & FG?* * *private study?* | |  |
| Are there any practical details that concern you? | |  |
| Anything else you would like to raise? | |  |
| **Agency** | | **Notes and Action Points** |
| How do you feel that the practice is going from your perspective? | |  |
| How did you find the Christmas assessment process? Are there issues that need to be addressed for the end of year assessment? | |  |
| How is the line management working out? | |  |
| Do you think there is sufficient support for the student? | |  |
| How are hours and work programme? | |  |
| Are there any issues around policies that need to be discussed? | |  |
| Do you have any encouragements, comments or concerns you would like to raise? | |  |
| Any questions or information that the Regional Centre can help with? | |  |
| Anything else you would like to raise? | |  |
| **Practice Tutor** | **Notes and Action Points** | |
| Make a note of issues you want to raise… |  | |