



**GRADUATE CERTIFICATE in Consolidation  
of Social Work Practice  
LEVEL 6 - 60 Credits  
BMPF6044**

**LEARNER PORTFOLIO  
(PORTH AGORED and UNIVERSITY OF WALES  
TRINITY SAINT DAVID)**

**Learner's name: Leah Fuge**

**Email address: leah.fuge@swansea.gov.uk**

**Learner's University Registration Number:  
2518606**

**Cohort: 21 onwards**

## Reference List

Information about referencing in written assignments and how to avoid plagiarism can be found on Moodle. It is important that you are aware of the importance of ensuring that the work submitted is your original work.

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## Detail of Workshops Attended

Please record in the table below the dates of each consolidation programme workshop you attended.

| Consolidation workshop | Date Attended |
|------------------------|---------------|
| 1                      | 12.11.2025    |
| 2                      | 28.01.2026    |
| 3                      | 25.03.2026    |
| 4                      | 24.06.2026    |

## Notes

### Mentor's report

With reference to the 3 learning outcomes please comment fully on the learner's development over the duration of the whole programme. Reflect on information provided by the learner at the outset of the programme in Task 1 (Part a) and the later perspective given in Task 1 (Part b). Where you have seen or discussed feedback from individuals in need of care and support and/or their carers with whom the learner has worked, you are encouraged to comment on this with regard to the learner's development and their future development.

I have been supervising Leah since her appointment as a newly qualified social worker within the Home First Social Work Team.

We have had regular supervision sessions as well as utilising the 'open door' strategy, whereby staff are encouraged to seek advice or support at any point and not wait for the formal monthly supervisions. We have used this opportunity to allow Leah to reflect on her practice and highlight any areas where she feels she needs to improve as well as highlighting on the good practice that she demonstrates consistently throughout her practice.

Leah has highlighted her three learning outcomes as Confidence, Building better Working relationships and Allocating time for recordings.

#### Confidence

From the outset Leah has always conducted herself in a professional manner. She takes pride in her work but can sometimes overthink or doubt herself.

Leah identified this as a lack of confidence which particularly relates to differences of opinions with other professionals.

Leah has an extremely good understanding of the Mental Capacity Act (2005) and her written assessments demonstrate this well. Her analysis is always thorough and well considered. However, Leah felt that when other members of the Multi Disciplinary Team had a different opinion or perspective from hers this was affecting her confidence and she would then start to doubt her decision making.

We were able to address some of these issues through supervision, but it was agreed that Leah attend Mental Capacity training to reinforce the fact that her rationale and decision making was sound.

Following the Mental Capacity training, ongoing supervision and the experience Leah has had since qualifying, she has developed significantly in this area.

Leah has learnt to accept that others will not always agree with her and that this can be for a variety of reasons, but it does not mean that her thinking is incorrect. Leah listens to others and takes on board the information she is given. However, as the majority of Leah's work is

conducted in a hospital setting, there is the constant presence of health professionals who tend to have opposing views of opinions to Leah and voice them frequently. As a result Leah has built a resilience which enables her to listen, reflect and analyse the information needed to make mental capacity decisions with much more confidence than before.

I feel that over the 12 months target that Leah had set to grow her confidence, be more aware of the impact other professionals can have over her decision making at times. Leah has embedded Bortons (1970) "so what". She is now confidently demonstrating the importance of being aware of the Mental Capacity Act (2005) throughout her practice, and is much more at ease when challenging other professionals in this area. There is a significant difference in the way our health colleagues practice and Leah has consistently adhered to the relevant Codes Of Professional Practice For Social Care in Wales (COPP) (2017).

Leah is aware that she can discuss cases with myself, my colleagues or her peers as well as utilising the Mental Capacity team who will advise on a case by case basis if needed.

Overall Leah has met her target to build her confidence in this area and is producing work of an extremely good quality, where outcomes for the individuals is always in their best interest.  
**Building Better Working Relationships**

As stated in the previous topic 'confidence', Leah had some difficulty accepting that she is just as valuable in the discharge planning process as anyone else. She admittedly felt very uncomfortable if a doctor or consultant disagreed with her decision making and dictated to her what needs to happen. This usually resulted in them making unacceptable demands for an individual to be discharged within unrealistic timescales. In general Leah always treats everyone the same and is not at all judgemental. However, she was still allowing others to make her feel undervalued.

Leah and I discussed this issue many times in supervision and as Leah has gained more experience and her confidence has grown, this has become less of an issue for her. The next step in the progression of building better working relationships is for Leah as identified, is to be situated on a designated ward. A new ward has recently been developed for individuals who are requiring a placement upon discharge. This is a new project so Leah will be involved from the start. This will afford Leah the opportunity to shape how the ward and the Home First team operate, but more importantly the consistency of the regular staff which includes, Consultants, Doctors, Matrons, Nurses, Occupational Therapists, Physiotherapists, as well as the individuals and their families.

I feel that Leah is ready to take on this new project and will be an excellent way to help her overcome the power imbalance that she sometimes still struggles with.

**Allocating time for recordings.**

As Leah has identified, being on site within the hospital has both its advantages and disadvantages. The main disadvantage that Leah has highlighted is that she is too accessible for our colleagues in health. Where this is useful to be able to respond promptly to any issues

or queries that arise, it is also detrimental to Leah when it comes to spending the time required to complete accurate and up to date recordings.

As Leah is very conscientious this has resulted in her working in her own time to ensure that she is up to date.

We have discussed this in supervision and it has been agreed that Leah is able to take administrative days where she will work from home to make sure she has enough time to complete her documentation. This has now been in place for some time and is working very well. Leah's work is always completed on time to a very good standard.

**Note for Mentor** – Please ensure that you provide a signature of verification of this report in the section titled 'Signatures and Line Manager Verification'

## **Learner Details**

**Learner details, Signatures and Line manager verification.**

**It is the learner's responsibility to ensure that their university learner number is correctly inserted wherever requested within the portfolio.**

### **Learner Details**

(**NB** it is essential that you inform your Workforce Development/Training Unit **and** the University of Wales Trinity Saint David if your name or your address for correspondence changes).

**1. Name of Learner: Leah Fuge**

**2. Learner's University Number: 2518606**

**Address for Correspondence:**

**12 Newgale Close  
Penlan,  
Swansea,  
SA5 7JZ**

**Telephone Number: 07772709666**

**E-mail address: leah.fuge@swansea.gov.uk**

**Date of Professional Qualification: 6/11/2024**



**Work Address: House H Morriston Hospital Swansea SA6 6NL**

**Professional Qualification and date of qualification:**

**Telephone number: 01792 703181**

**Email address: Hayley.davies@swansea.gov.uk**

### **Signatures and Line Manager Verification**

#### **CONFIDENTIALITY and PLAGIARISM – to be completed by the learner.**

All information provided in this portfolio complies with guidance on confidentiality. I confirm that all work apart from comments by others (e.g. mentor, individuals in need of care and support and/or their carers) is all my original work and has not been copied. I understand that plagiarism is taken very seriously by the University and the programme.

Signed: *L Fuge* (Learner)

Date: 22/09/2026

#### **Feedback and comments from an individual using services, their family and/or carers (Task 2) - to be completed by the Observer.**

I confirm that I am a registered social worker with knowledge of the learner's area of practice and that the observation summary and the comments above from the individual in need of care and support and/or their carers are about the same piece of practice that I observed on the date given.

Signed: *H. Davies* (Observer)

Date: 06.10.26 -----

**Mentors Report (to be completed by the mentor)**

I can confirm that I am a registered social worker and that in my role as mentor I have provided a written report of the learner's progress over the duration of the programme.

Signed J. Davis (Mentor)

Date 06.10.26

**Line manager verification.**

*Guidance: This section must be completed and signed by the learner's line manager and/or senior practitioner. Where the line manager is not a registered social worker, verification must also be provided by a social work practitioner in a senior position (this could be the mentor) who is familiar with the learner's work and can verify that the learner has been involved with the safeguarding case evidenced in Task 3 of the portfolio and that the learner has met all the required criteria listed below.*

In this section, please confirm that you have seen sufficient evidence of the learner's work during the period they have been undertaking the Consolidation programme. If necessary, please consult with other managers who the learner has worked with. In signing this section, you are confirming that you are content with the:

- level of supervision and mentoring support received by the learner;
- learning and development undertaken;
- reading and personal research undertaken;
- level of knowledge and skills demonstrated;
- understanding shown of the Code of Professional Practice and National Occupational Standards;
- core values of the learner;
- work and commentary referred to within the portfolio, that it is the learner's own work and based on current practice;
- completion of accurate, cogent, coherent and analytical recording skills;
- Line manager to verify the learner has been involved with safeguarding.
- Mentor's report, and that it provides evidence of observations of Professional Practice that has been undertaken over the duration of the Graduate Certificate in the

- guide and support the learner for the duration of the programme;
- release the learner for the programme induction and the four Consolidation Workshops, and any internal training courses agreed as being appropriate to meet agreed learning needs;
- agree with the learner, use of up to 3 additional study days over the whole duration of the programme, as an employer contribution towards time needed for personal study, research or portfolio development;
- ensure that regular formal supervision is provided to the learner by their line manager in line with organisational policy (line-manager);
- ensure that mentoring sessions are provided in line with Social Care Wales First 3 Three Years in Practice guidelines. Mentoring sessions, where possible, should be arranged as a separate event from supervision. A full record of when mentoring sessions are undertaken must be kept.

### Completion and submission of portfolio

Learners are expected to complete the Graduate Certificate and will normally submit their portfolio within 12 months of attending induction to the programme. Any learner anticipating any difficulty in meeting this requirement should immediately discuss the matter with their Training Manager/Co-ordinator. It is the learner's responsibility to inform the university if they are not going to meet the submission deadlines.

The portfolio submission process and dates for each programme cohort will be published on Moodle. Once registered on a programme, **learners CANNOT change the due submission date without gaining agreement from the employer and University.**

**Pressure of work is not regarded as a reason for non-attendance at any Consolidation Workshop.**

I understand and accept the terms and conditions of this learning agreement as stated above.

*L. Fuge*

Signed:.... Print Name:....Leah Fuge..... Date: 2/10/2025  
(Learner)

Signed:....*A. George*..... Print Name:....*Amanda George*..... Date: 06.10.26  
(Line Manager/Mentor)

Signed:....*H. Davies*..... Print Name:....*H. DAVIES*..... Date: 6.10.26  
(Mentor, if different to above)

**PLEASE FORWARD A SIGNED COPY OF THIS LEARNING AGREEMENT TO YOUR TRAINING COORDINATOR WITHIN ONE MONTH OF YOUR INDUCTION.**

NAME OF SOCIAL WORKER: \_\_\_\_\_

SIGNATURE OF SOCIAL WORKER: \_\_\_\_\_

POSITION: \_\_\_\_\_

DATE: \_\_\_\_\_

## Learning Agreement

**PORTH AGORED AND UNIVERSITY OF WALES TRINITY SAINT DAVID**  
**GRADUATE CERTIFICATE IN CONSOLIDATION OF SOCIAL WORK PRACTICE**  
**LEARNER AND EMPLOYER'S LEARNING AGREEMENT**

|                      |                                      |
|----------------------|--------------------------------------|
| Name of Learner      | Leah Fuge                            |
| Name of Team/Agency  | Home First Hospital Social Work Team |
| Name of Mentor       | Hayley Davies                        |
| Name of Line Manager | Amanda George                        |

### Study Duty

The learner will undertake all elements of the Graduate Certificate programme diligently, including mandatory attendance at induction, four Consolidation Workshops, and participation in an evaluation survey or focus group on completion of the programme.

***The learner's full and effective participation on the Graduate Certificate is mandatory given that Social Care Wales has made completion of the programme a requirement within the first (three-year) period of registration as a Social Worker. This applies to social workers who qualified after April 2016.***

### Study Leave

The employer undertakes to support the learner by providing time within their normal contract of employment to attend all agreed mandatory elements of the programme which include; induction day and four Consolidation Workshops. Additional time may be provided for programme evaluation meetings and any training agreed as a requirement of the programme.

Three further study days will be provided by the employer as a contribution towards the time involved in personal research and developing the portfolio for submission. The study days can be taken on any week-day (or combination of days) as long this is (i) appropriate to the stage of portfolio preparation at the time, and (ii) agreed with the Team Manager who will take into account team and service needs. Where the learner works less than 37 hours a week, mandatory days and study leave will be approved in accordance with the employer's local policies.

## **Resources**

Learners are able to access learning and library materials from their employer's existing resources or as described in the Programme Handbook, from the University. The employer understands that the Graduate Certificate is to be completed by newly qualified Social Workers in their first period of registration and will support this timescale. There is also an expectation that as it is a professional development programme, learners will take responsibility for their own learning and will also use their own time for personal study and portfolio preparation.

### **The employer's training department agrees to:**

- Collect, process, store, analyse or disclose personal data in accordance with its obligations under the UK GDPR and Data Protection Act 2018.
- arrange for eligible staff to join the programme;
- pay course fees directly to the University;
- pay Porth Agored partnership fees for each learner;
- provide additional guidance and support by:
  - a) facilitating access to existing learning materials or library resources;
  - b) providing appropriate training opportunities from existing internal training programmes as agreed with the learner and mentor;
  - c) providing programme induction and Consolidation Workshops;
  - d) providing learners with guidance and support about programme requirements and portfolio completion;
  - e) helping to resolve any programme difficulties encountered by the learner, mentor or service managers.

### **The learner agrees to:**

- work actively towards completing the qualification within the agreed timescale of 12 months from the date of registration on the programme;
- identify with manager/mentor appropriate internal training and arrange to attend these courses;
- seek support from UWTSD Student Services when appropriate in relation to matters of learning support.
- attend induction and four Consolidation Workshops. These are mandatory components of the programme;
- produce work and evidence appropriate to the portfolio and learning outcomes within agreed timescales;
- make and keep agreed appointments with mentor/line manager;
- ensure they are prepared adequately and obtain all necessary consent for observed practice;
- inform mentor/line manager and training department immediately of any problems or changes in circumstances while undertaking the programme, especially where this may

affect completion of the programme by the agreed deadline or ability to attend a mandatory workshop;

- liaise with their line manager/mentor to confirm study days and use their own time in addition for self-directed study, research and portfolio preparation;
- take personal responsibility for preparing and completing all work necessary to submit their portfolio;
- act at all times in accordance with the Code of Professional Practice and the employer's and University's policies, procedures and processes;
- ensure that they understand the need to complete the programme within the first (three year) period of registration with Social Care Wales. (Qualifying after April 2016).
- allow their employer and Porth Agored (or any of their commissioned providers), the University of Wales, Trinity St David and Social Care Wales (or any of their commissioned providers) to share with each other, any and all information that comprises the application form or any other data provided as and when appropriate, including, but not limited to, information about progress on the programme, results or comments about the portfolio. Such data may be processed, stored, shared, analysed and reported for administration, monitoring, review and quality assurance of the Graduate Certificate programme or ongoing professional registration purposes.

NB. Data Protection: We need to process your personal data because gaining this qualification is a mandatory part of maintaining your registration with Social Care Wales. Employers have linked this to your contract of employment. Using and sharing your data between your employer, Porth Agored and the University of Wales Trinity Saint David is therefore necessary for performance of the contract between you and your employer. We will not disclose your data to any other organisation other than those mentioned above without your permission, unless we are required by law, or Social Care Wales regulations to do so. We will tell you if this happens, unless we are legally prevented from doing so. We will ensure that our collection, processing and storage of data is as transparent as possible and in accordance with Data Protection principles. We produce a comprehensive Privacy Statement which will be made available to all learners on Moodle.

### **Line Manager/Mentor agrees to:**

Line-manager/mentor can be one in the same person or the role can be undertaken by two separate people. The mentor must be a registered SW with a minimum of 3 years post qualifying experience.

- attend an induction meeting to become familiar with the requirements of the programme;
- provide or arrange to provide sufficient assessment opportunities in order for the learner to evidence competency and undertake required observations. Where opportunities may not be immediately available within the team arrange to provide these elsewhere within the Service;

