



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:

Olivia Legname

Email address:

2435065@student.uwtsd.ac.uk

Learner's University Registration Number:

2435065

Cohort: 21 onwards

Reference List

- Stanley, Y (2018) *Supervision and effective social work practice*- [Supervision and effective social work practice – Ofsted: social care](#) (Accessed 14/08/25)
- Gibbs, G (1988) *Gibbs reflective Cycle*.
- Sword, R (2021) *What is the Toxic Trio?*- [What is the Toxic Trio? | Guidance on Safeguarding](#) (accessed 27 October 2025)
- GOV.Wales (2022) *More than just words Five Year Plan 2022-27*- [More than just words](#) (Accessed 02/12/25)
- Care Inspectorate Wales (2025) *More than just words*- [More than just words | Care Inspectorate Wales](#) (Accessed 02/12/25)
- Arnstein, S (1969) *Arnstein's ladder of citizen participation*
- Social work skills (2023) *How to use active listening in social work and hear what people are really saying*- [How to use active listening in social work and hear what people are really saying | Social Work News](#) (accessed 06/01/26)
- Egan, G (1975) *The Skilled Helper*. Brooks/Cole
- Motivational Interviewing Network of Trainers (2021) *Understanding Motivational Interviewing*- [Understanding Motivational Interviewing | Motivational Interviewing Network of Trainers \(MINT\)](#) (accessed 18/01/26)
- Legislation. Gov (2026) *Children Act 1989* [Children Act 1989](#) (accessed 27/01/26)
- NSPCC (2022) *Gillick competency and Fraser guidelines* - [Gillick competence and Fraser guidelines | NSPCC Learning](#) (accessed 09/02/26)
- GOV.Wales (2019) *Social Services and Well-being (Wales) Act 2014: Working Together to Safeguard People: Volume 6 – Handling Individual Cases to Protect Adults at Risk* - [volume-6-handling-individual-cases-to-protect-adults-at-risk.pdf](#) (Accessed 09/02/26)
- Legislation.GOV (2026) *Mental Capacity Act 2005*- [Mental Capacity Act 2005](#) (accessed 09/02/26)
- Legislation.GOV (2016) *Social Services and Well-being (Wales) Act 2014 :You are here:Acts of the National Assembly for Wales 2014 anaw 4 PART 7 Adults at risk Section 126* - [Social Services and Well-being \(Wales\) Act 2014](#) (accessed 11/02/26)
- Social Care Wales (2025) *Social Services and Well-being (Wales) Act 2014* - [Overview of the Social services and well-being... | Social Care Wales](#) (accessed 12/02/26)
- Mind. Org (2023) *Mental Capacity Act 2005* - [Mental Capacity Act 2005 - legal information](#) (accessed 12/02/26)
- Legislation. GOV (2026) *Mental Capacity Act 2005*- [Mental Capacity Act 2005](#) (accessed 12/02/26)

Version 1_Cohort 15 and above_updated September 2024

Legislation.GOV (2026) *Care Act 2014- Care Act 2014 (accessed 12/02/26)*

Safeguarding Wales (2026) *Wales Safeguarding Procedures- Safeguarding Wales (Accessed 12/02/26)*

NHS Wales (2026) *Single Point of Access (SPOA) - Single Point of Access (SPOA) - Cwm Taf Morgannwg University Health Board (accessed 14/02/26)*

XXX university (2025) *Borton's Model of Reflection- Borton's Model of Reflection - Z Archive - Reflective Writing - WU Learning Skills Guides at Wrexham University (Accessed 16/02/26)*

Law Wales (2024) *Mental Health (Wales) Measure 2010- Mental Health (Wales) Measure 2010 | Law Wales (accessed 16/02/26)*

Legislation.GOV (2026) *Mental Health Act 1983 - Mental Health Act 1983 (Accessed 16/02/26)*

NSPCC (2025) *Children and the law- Children and the law | NSPCC Learning (Accessed 16/02/26)*

Legislation.GOV (2026) *Children Act 1989 You are here: UK Public General Acts 1989 c. 41 Part I
Section 1- Children Act 1989 (Accessed 16/02/26)*

Social Care Wales (2026) *Wales Safeguarding Procedures: section 2 - Safeguarding Wales (accessed 17/02/26)*

Social Care Wales (2026) *The Social Services and Well-being (Wales) Act 2014: pg 1- The Social Services and Well-being (Wales) Act 2014 (accessed 17/02/26)*

Welsh Language Commissioner (2026) *Welsh language standards - Welsh language standards (accessed 17/02/26)*

Legislation.GOV (2026) *Children Act 1989 You are here: UK Public General Acts 1989 c. 41 Part V Section 47- Children Act 1989 (Accessed 17/02/26)*

Child Protection Resource (2014) *Interim care orders – What are they?- schedule of expectations | Child Protection Resource (Accessed 17/02/26)*

Social Care Wales (2026) *The core group Section 4- Safeguarding Wales (Accessed 17/02/26)*

Legislation.GOV (2026) *The Human Rights Act 1998- Human Rights Act 1998 (Accessed 17/02/26)*

Children's Commissioner for Wales (2026) *Children's Rights- Children's Rights - Children's Commissioner for Wales (Accessed 17/02/26)*

Thornton, B (2020) *Risk 2 assessment*

Prochaska & DiClemente (1983) *Cycle of Change*

Version 1_Cohort 15 and above_updated September 2024

BASW (2023) *Person-centred care made simple: What everyone should know about person-centred care-
Person-centred care made simple | BASW* (Accessed 23/02/26)

Social Care Wales (2026) *Codes of Professional Practice and guidance - Codes of Professional Practice and
guidance | Social Care Wales* (Accessed 23/02/26)

Guy-Evans, O (2025) *Bronfenbrenner's Ecological Systems Theory- Bronfenbrenner's
Ecological Systems Theory* (Accessed 23/02/26)

Bronfenbrenner (1977) *Ecological Systems Theory*

Community Care (2024) *Using motivational interviewing in social work: four key techniques-
Using motivational interviewing in social work: four key te* (Accessed 23/02/26)

Detail of Workshops Attended

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

Consolidation workshop	Date Attended
1	18/03/25
2	06/05/25
3	24/07/25
4	14/10/25

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.

1. Applying analysis in assessments to inform interventions

Olivia has demonstrated some good insight and awareness in her report writing. Olivia has used the Child Protection Case Conference Review and Risk Assessment (Stage 2 Bruce Thorntons) documents as a useful tool to discuss 'areas of concern. as well as identifying areas that are working well for families. Olivia has also linked in with other professionals regarding the analysis and has used this as a way to provide a collaborative approach to her assessments. Olivia has also used theories and research to underpin her rationale for her decision making.

2. Working collaboratively with people in need of care and support, their carers and other professionals

Olivia works well linking in with other professionals. She complete this by a variety of methods such as Teams calls, emails, professional meeting etc. she is also active on the LA's care

director where she will often source information from there. I have observed Olivia to be person centred in her interventions. She placed the family at her forefront, and the service is maximised to meet the needs of the family. Olivia will often refer to the Toxic Trio and this lends itself to her naturally linking in with other professionals within the specialism. Although Olivia does not work directly with carers per say, for the requirement of this section, parents can also be recognised as carers of their children.

3. Intervention and application of professional judgement in increasingly complex situations.

Olivia has completed the DASH RIC training and the PAACE training. The DASH RIC focuses superficially on assessing domestic abuse which forms part of the Toxic Trio. Olivia is aware on how to complete this and how to make the relevant referrals to MARAC should it be appropriate.

PAACE is used more regularly by Olivia as this is more specific to her role. It looks at the impact of Positive and Adverse childhood experiences and stress management. this is then linked back to drug misuse as drugs / substances can be used as a coping mechanism. Olivia is able to capture complex risk via the PAACE that can then be used to coincides with the risk stage 2 Bruce Thorntons risk assessment which often results in rich information being gathered.

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:

Olivia Legname

2. Learner's University Number:

2435065

Address for Correspondence:

42 Cardigan Road, Borrass, Wrexham LL12 7TS

Telephone Number: 07716486587

E-mail address: Olivia.Legname@gmail.com

Date of Professional Qualification: June 2021

Date of registration with Social Care Wales: 05/09/2023

3. Name of Learner's Agency

Agency Contact details:

Name:

Wrexham County Borough council- Wrexham family centres

Address:

82 Rhosddu road Wrexham LL11 2NP

Telephone Number:

01978 295670

E-Mail address:

Julie.williams@wrexham.gov.uk (Manager)

4. The evidence I have provided within this portfolio is in:

Welsh only ☐

Welsh and English ☐

English only ☒

Mentor's details

5. Mentor's details

Name: Natalie North

Address: Ty Ni family centre
82, Rhosddu Rd
Rhosddu

Telephone Number: 01978 295671

E-Mail address: natalie.north@wrexham.gov.uk

6. Observer details

Name: Natalie North

Work Address:

please see above

Professional Qualification and date of qualification: Social Worker 2010

Telephone number: } same as above

Email address:

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: (Learner) O. Legname

Date: 24.02.26

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:  (Observer)

Date: 24/02/2026

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:  (Mentor)

Date: 24/02/2026

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:

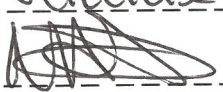
- level of supervision and mentoring support received by the learner;
- learning and development undertaken;
- reading and personal research undertaken;
- level of knowledge and skills demonstrated;
- understanding shown of the Code of Professional Practice and National Occupational Standards;
- core 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 Consolidation of Social Work practice pathway (work-based practice which is equivalent to 7,000 words).

I confirm that this learner has achieved an appropriate level of professional practice.

LINE MANAGER VERIFICATION: Please See below

NAME OF LINE MANAGER:	-----
SIGNATURE OF LINE MANAGER:	-----
DATE:	-----

REGISTERED SOCIAL WORKER'S VERIFICATION (WHERE THE LINE MANAGER IS NOT A REGISTERED SOCIAL WORKER, THIS CAN BE THE MENTOR).

NAME OF SOCIAL WORKER:	Natalie North
SIGNATURE OF SOCIAL WORKER:	
POSITION:	Senior Social Worker
DATE:	24/02/2026

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	Olivia Legname
Name of Team/Agency	Wrexham Family Centres
Name of Mentor	Natalie North
Name of Line Manager	Julie Williams

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;

- 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.

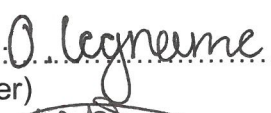
Completion and submission of portfolio

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.

Signed:  Print Name: Olivia Legname Date: 24.02.26
(Learner)

Signed:  Print Name: Natalie North Date: 24/02/26
(Line Manager/Mentor)

Signed:..... Print Name:..... Date:.....
(Mentor, if different to above)

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



Wrexham County Borough Council Learning Agreement Statement of Wrexham County Borough Council

The development opportunity that you are about to embark on marks a commitment to the investment in you by the Council and its commitment to support continual professional development. The Council recognises that on completion, your professional value and subsequent opportunities will increase and as such it needs to secure the investment.

Statement of the employee

I confirm I have read and understand the conditions under which the Council provides financial assistance for training as detailed in Sections 5.5.1-8 of the Training, Learning & Development Policy (the Policy).

I agree that if the circumstances set out in Clause 1 occur I will be liable to repay some or all of the fees, expenses and other costs (the **Costs**) associated with such training courses in accordance with Clause 1 below.

1. Except in the circumstances set out in Clause 2, I shall repay the Council as follows:
 - (a) if I cease employment before I attend the training course but the Council has already incurred liability for the **Costs**, 100% of the **Costs** or such proportion of the **Costs** that the Council cannot recover from the course provider shall be repaid;
 - (b) if I cease employment during the training course or within 2 years of completing the training course, 100% of the **Costs** shall be repaid;
 - (c) if I am deemed by my Manager to be making no real attempt to complete the training course or qualification(s) as set out in Section 5.5.7 of the Policy, I will be required to repay all the **Costs**.

Thereafter, no **repayment** shall be required.

2. I shall not be required to repay any of the **Costs** under Clause 1 if:
 - (a) my employment is terminated by voluntary or compulsory redundancy, early voluntary retirement, or retirement on grounds of ill-health; or
 - (b) I terminate my employment in response to a fundamental breach by the Council.
3. I agree to the Council deducting the sums under Clause 1 from my final salary or any outstanding payments due to you.
4. I agree that if the Council waives my obligation to repay the **Costs** under Clause 1, I will be solely responsible for any income or other tax payable as a result of the waiver and I shall indemnify the Council on a continuing basis in relation to any such tax.

Employee Name: Olivia Legname Payroll No. 315812
Job Title: Substance misuse social worker

Home address: 42 Cardigan Rd, Bonas, Wrexham
LL12 7TS

Qualification/Training Course: Consolidation of Social Work
Course/Qualification fees: £ N/A Practice

Start date: Feb 2025 Target completion Date: Feb 2026

Actual completion date: 25.02.26

Employee's signature: O. Legname Date: 12.03.25

Manager's name: Julie Williams

Manager's job title: Intern Team manager

Manager's signature: J. Williams. Date: 12.03.25

