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**Reflective Practice Template**

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Considering the above model of reflection please use this template as a framework to support you with your reflections. The bullet points are there just as a guide and are optional to consider/use. Your reflections are your personal record of your engagement with reflective practice and remain confidential to you.

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| --- | --- |
| **Name:** |  |
| **Date of Reflection** |  |
| **Method of reflection i.e. Written Reflection** **One to one session** **Group session**  |  |
| **Title of reflective session** |  |
| **Description of the experience (E)*** What was the event?
* What happened versus what should have happened (outcomes)?
* What was important?
* Who was involved? Who wasn’t involved? (roles not names)
* What are you proud of?
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| **Reflecting on the experience (R)*** Why did it happen? Possible causes (e.g. communication, processes, resources),
* What worked well, what could have improved?
* Who (role/expertise) should have been involved?
* What could be done differently? Assess options, need/possibilities for change, development /learning needs.
* Is this something to share and celebrate?
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| **What actions do I need to take? (A)** * Integrate/share innovative ideas?
* Make a change?
* Make contact with?
* Identify additional support?
* Any learning needs?
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|  |

**And finally…………**

**R**emember - Look back, review, ensure intense experiences are reviewed 'cold.’

**E**xperience - What happened? What was important?

**F**ocus - Who, what, where, etc. Roles, responsibilities, etc.

**L**earn - Question: why, reasons, perspectives, feelings?

**E**valuate - Causes, outcomes, strengths, weaknesses, feelings.

**C**onsider - Assess options, need/possibilities for change? Development needs? 'What if?'

**T**rial - Integrate new ideas, experiment, take action, make change.

Lawrence-Wilkes 'REFLECT' model of Reflective Practice