



Becoming a learning organisation can be a challenging journey. This Audit Tool is designed to help you self-assess your organisation's performance against the "organisational capabilities" outlined in the Continuous Learning Framework. By undertaking an audit, you will identify both strengths and areas for improvement in the way that your organisation supports its staff. This information will help you to design an action plan for future development.

Getting to know the Continuous Learning Framework

Before starting the audit process, it is a good idea to familiarise yourself with the Continuous Learning Framework (CLF).

The framework can be downloaded from www.continuouslearningframework.com or email clf.enquiries@sssc.uk.com to request a hard copy.

The CLF aims to improve outcomes for people using social services by supporting the workforce delivering them to be the best they can be. The CLF highlights the shared responsibility of social service workers and their employers for the continuous learning and development of the workforce which is already set out on the Codes of Practice.

There are four parts to the framework:

- **Knowledge, skills, values and understanding** - shaped through the National Occupational Standards (NOS), with shared values outlined in the Codes of Practice for Social Services Workers
- **Qualifications and training** - primarily driven by the SSSC's registration requirements. In addition, each employer is likely to have their own requirements for knowledge, skills and values.
- **Personal Capabilities** - describing the ways in which people manage themselves and their relationships with others in the workplace. The personal capabilities have 4 cumulative stages of progression: engaged, established, accomplished and exemplary.
- **Organisational Capabilities** - to support social service employers to create the culture and conditions in the workplace that enable social service workers to learn, develop and improve their practice throughout their careers. The organisational capabilities use sets of indicators to describe how each capability can be evidenced in practice across four stages of progression: engaged, established, accomplished and exemplary. There are indicators describing how the organisation might evidence the stage of progression and indicators describing what the social service worker should experience as a result.

It is the **organisational capabilities** that are the focus of this audit process.

Learn more about the CLF & share ideas with colleagues

As well as hosting regular CLF information sessions, the SSSC supports a number of local “CLF Gathering Groups” across the country. These groups will enable you to meet colleagues from other agencies and share ideas and tips for using the CLF.

To find out more, visit www.continuouslearningframework.com

We are also keen to share practice across the sector, so if you have a CLF success story that you would be happy to share, please contact clf.enquiries@sssc.uk.com