

Guidance on the roles and responsibilities of the employer

1. Given that the primary feature of the ASYE is that it is “owned” by the employer, they will be responsible for ensuring that the organisational conditions are conducive to the successful delivery of the scheme.

[The Standards for Employers of Social Workers in England](#) set out shared core expectations that will enable social workers in all employment settings and at all levels of experience to work effectively.

Any organisation offering the ASYE should ensure that they have the appropriate arrangements in place to enable them to adhere to these standards. The [Social Work Health Check](#) is a useful tool, which identifies the areas which need to be addressed.

The most successful ASYE schemes benefit from senior level understanding and commitment. They also demonstrate willingness to work in partnership with other organisations and universities to share good practice and ensure consistency.

2. The employer is responsible for developing a strategic approach to embedding the ASYE within the organisation. They can do this by aligning it with HR and other operational policies. Of particular significance are those associated with:
 - recruitment and retention
 - performance management
 - grievance procedures
 - accountability and supervision
 - workload management
 - continuing professional development for assessors and supervisors as well as NQSWs.
3. The employer is directly responsible for the quality of the ASYE support and assessment process.
 - The record of support and progressive assessment and the critical reflection log have been designed to facilitate this. If these two key documents are completed in accordance with the guidance, the employer can be confident they will fulfil the nationally agreed minimum evidence requirements for the ASYE. However, use of these documents is not mandatory and if the employer chooses to use a different approach they will need to ensure that the minimum requirements outlined in the [Knowledge and Skills Statement](#), are maintained and are identifiable for the purposes of internal and external moderation as well as national validation by the College of Social Work.
 - The Knowledge and Skills Statement requirement for internal moderation to confirm the assessment decision, also makes it possible for the employer to maintain an

overview of the way that the scheme is working across the organisation and monitor any support needs that may exist for the NQSWs and assessors. [Click here](#) for more information about internal moderation.

- The Knowledge and Skills Statement requirement for external moderation ensures that standards are being consistently applied across organisations. The sampling of assessment decisions and the receipt of feedback will help employers to assure the quality of their scheme. [Click here](#) for more information about external moderation.
- The national system for validating ASYE schemes, which has been developed by the College of Social Work, enables employers to gain recognition that their systems meet the minimum requirements for assessment and moderation set out in the Knowledge and Skills Statement.
- Employers are also responsible for ensuring that they employ assessors and supervisors with the knowledge and skills and the capacity to effectively manage the NQSW's learning experience. Click here to access the assessors and supervisors toolkit. [Click here](#) to access the assessors and supervisors toolkit.