



# SHAPE Course

## Individual Review Action & Summary Sheet

This sheet is to summarise any action that needs to be taken coming out of the Individual Review meetings which will then be passed onto the Church leadership to keep them informed of any action that needs to be taken. It should be agreed by both parties before being passed on (if the individual is in agreement) with the other **Handout 5PR and Handout 6PR** forms, to Sarah Yeadon in the church office.

<b>Name:</b>	
<b>Reviewer:</b>	<b>Review Date:</b>

**1) Action to be taken from the review meeting** *(Please indicate what follow up is needed – and by whom – following on from the individual review meeting)*

**2) Comments on any church ministry areas** *(that the individual might want to get involved in or give up!)*

**3) Comments on any 'frontline' activities and support needed**

**4) Any other comments**

**Signed:**

**Reviewer:**