



## *Your Organisation – Safeguarding Adults Commitment Statement*

### About this document

Working through the questions and prompts on this resource will help you to gather into one place, the most important information about what your organisation does to keep adults safe and protected from harm.

Sharing this information with your staff, volunteers and participants will ensure that everyone recognises and understands the organisation's commitments and actions, and the role they have in creating a safe environment, and recognising and responding to concerns.

### How to use this document

Read through each section and gather the information you need. Use the headings and prompts to create your own document, or you can replace the text in each section with your information. Don't forget to remove this text box to finalise your Commitment Statement.

If you need any further help and advice, please visit:

<https://activekent.org/children-and-young-people/safeguarding/safeguarding-adults/>

### Context

Start with a statement about the purpose of your organisation. Who do you work with and what services or activities do you provide? What is the ethos of your organisation?

Describe who will be safeguarded by your safeguarding adults policy. This could be staff, volunteers, participants, carers - all adults the organisation works with.

Define who has a responsibility to follow the organisation's policies. Who needs to know how to raise a concern and what to do if a concern is raised?

### Policy Statement

What are your organisation's principles about safeguarding adults? For example, you could mention the organisation's beliefs about:

- [the importance of safeguarding adults](#)
- who has roles and responsibilities for safeguarding adults
- equality and anti-discriminatory practice
- recognition of increased risk of harm (e.g. those with care and support needs)
- [safe culture and positive environment](#).



## Commitment

Add information here about the actions your organisation takes to keep adults safe.

For example, having policies and procedures, [recruiting the right people to the organisation](#); developing, implementing and sharing good practice; having a named contact for raising welfare concerns; accessing [training for staff and volunteers](#); promoting a safe and inclusive culture; conducting risk assessments for all activities; understanding individuals' needs.

## Procedures

How do people know what behaviour is acceptable from staff, volunteers and participants, and how does the organisation ensure this is adhered to?

If someone has a concern about the behaviour of an individual, or about the organisation's practices, or is worried about someone, how can they raise these concerns?

Add the names and contact details for people in the organisation they can talk to. How do named contacts know what to do if a concern is raised?

## Further information

Add details of where people can find out more, or any other important information. Are there related policies, and are they available? Is your organisation affiliated to a governing body, and if so, how do their policies relate to your organisation?

Provide signposting to additional sources of support for individuals' welfare and wellbeing.

## Date the document

Ensure people know this information is up to date, and when it will next be reviewed.