



KBSP Written Undertaking template



Date Adopted:
Version: V2

Document Control

Title of document:	Written Undertaking template
Authors job title(s):	PPO
Document version:	V2
Supersedes:	V1_01
Date of Adoption:	
Review due date:	Three years from approval or at the publication of relevant legislation

Version Control

Version	Date	Reviewer	Change Made
V2	14/02/2020	KBSP Business Unit	Rebranding

Written Undertaking template



Child's name:		
Child's date of birth:		
Date written undertaking completed:		
Purpose of this written undertaking		
Outline issues of concern and outcomes to be achieved.		
Action agreed:		
Action [SMART]	Who is responsible	
<ol style="list-style-type: none"> 1. Specify action to be taken in detail. 2. Etc 3. And so on... 	Party, family member	
If the undertaking is breached what will happen:		
Outline action to be taken and who to contact if any provisions outlined above fail.		
Name of party to the agreement:		
Signed:		
Name of party to the agreement:		
Signed:		
Name of party to the agreement on behalf of Bristol City Council:		
Signed:		