



Modern Slavery Policy



Modern Slavery Policy document

December 2022 Edition

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Background

APPLA tuition is a non-statutory organisation that became a limited company in 2017. Safeguarding and promoting the welfare of children and young people who access our tutoring services is paramount in all the work we do and in all the decisions we take. All APPLA policies and procedures should be understood in this context. We recognise the right of all children and young people, regardless of any 'protected characteristics', to grow and develop in circumstances where they feel safe and supported, so that they can achieve optimal outcomes throughout their childhood, their teenage years and into adulthood.

. Our team of carefully selected tutors provide friendly, quality tuition that is tailored to each individual student. We know that a small amount of support can make a huge difference to the lives of our students - now and in the future - and we work hard to deliver a service which is geared towards boosting confidence and boosting grades. APPLA tuition tutors work with individuals on a one-to-one basis as well as in small groups. We have supported students in home and school environments since 2017. We became an accredited and approved Tuition Partner for the Department for Education's National Tutoring Programme in 2021. In the same year we delivered in excess of 5000 hours of tuition and reached more than 700 students.

We also have a small team responsible for the day to day running of the business and use external services for accounting and human resources.

We take the issue of modern slavery, as defined in the Modern Slavery Act 2015, seriously. We consider that the likelihood of an incidence of modern slavery in our business is extremely low. We have not, to our knowledge, conducted any business with another organisation which has been found to have involved itself with modern slavery.

We are committed to conducting our activities fairly, honestly and with the highest standards of integrity, in accordance with applicable law. We do not tolerate slavery or human trafficking in any part of our business and are committed to ensuring that it does not take place in our supply chains.

The purpose and scope of this policy

To comply with our regulatory and legal obligations with respect to procurement of goods and services and describe the measures in place to protect workers from being abused and exploited in our organisation.

Roles and Responsibility

The Managing Director has overall responsibility for this policy and has appointed the Business Manager to ensure that modern slavery is prevented in our organisation. This role includes:

- Raising awareness of modern slavery
- Being readily available to discuss any modern slavery concerns with members of the team
- To be trained in the knowledge and skills required to carry out the role.
- Providing modern slavery training to APPLA representatives
- Ensuring recruitment procedures are not open to modern slavery
- Ensure that all suppliers are committed to preventing modern slavery
- Audit suppliers to check for signs of modern slavery
- Internal audit of processes to ensure effectiveness of preventing modern slavery

It is the responsibility of every APPLA representative to ensure that:

- They understand and comply with APPLA tuition policies.
- They always maintain a professional conduct
- They are aware of modern slavery and know how to report any concerns

This policy applies to anyone working on behalf of APPLA tuition, including senior managers, paid staff, volunteers, sessional workers, agency staff and students.

References

This policy is based on legislation, policy and guidance that seeks to prevent modern slavery in our organisation and supply chains, including:

- Modern Slavery Act: 2015
- <https://www.gov.uk/government/collections/modern-slavery>

This policy statement should be read alongside other related documents, including:

- Safeguarding policy document
- Recruitment policy document
- Whistleblowing policy document
- Complaints Policy poster
- Information policy document



Due diligence processes

Where appropriate, we conduct a tender for procurement of goods and services. We aim to build longstanding relationships with trusted suppliers with a reputation for excellence; we make clear our expectations of business behaviour. We check for details of financial crime, bribery, corruption, human rights crimes and environmental crime convictions.

Training of our staff

We recognise that modern slavery is a crime and a violation of fundamental human rights. We are aware that modern slavery takes various forms, all of which have in common the deprivation of a person's liberty by another to exploit them for personal or commercial gain. Training on modern slavery is included at induction, and information posters displayed in the office to help staff identify the signs of modern slavery and how to flag up potential issues.

We consider that modern slavery encompasses:

- Human trafficking
- Forced work, through mental or physical threat
- Being owned or controlled by an employer through mental or physical abuse or the threat of abuse
- Being dehumanised, treated as a commodity or being bought or sold as property
- Being physically constrained or to have restriction placed on freedom of movement

Raising an issue

The Whistleblowing policy describes the process for raising concerns and management of allegations. The information policy describes how records are managed.



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