




# Modern Slavery Policy

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## Policy Approval

Approval Required:	Please Check		Annual Review Required:	Please Check	
	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Approval Panel:	Shane Carter				
Approved By:	Name		Signature		Date
	Shane Carter				01/08/2025
Policy Review Date:	August 2026				
Policy Writer/s:	Shane Carter				

## Introduction

Shape Academy is a national training provider in the UK, providing education and training nationally. Shape Academy acknowledges its responsibilities in relation to tackling modern slavery and commits to complying with the provisions in the Modern Slavery Act 2015. Shape Academy understands that this requires an ongoing review of both its internal practices in relation to its labour force and, additionally, its supply chains. Shape Academy does not enter business with any other organisation, in the United Kingdom or abroad, which knowingly supports or is found to involve itself in slavery, servitude and forced or compulsory labour. No labour provided to Shape Academy in the pursuance of the provision of its own services is obtained by means of slavery or human trafficking. Shape Academy strictly adheres to the minimum standards required in relation to its responsibilities under relevant employment legislation in the United Kingdom.

## Statement

This statement sets out Shape Academy actions to understand all potential modern slavery risks related to its business and to put in place steps that are aimed at ensuring that there is no slavery or human trafficking in its own business and its supply chains.

As part of the Education sector, the organisation recognises that it has a responsibility to take a robust approach to slavery and human trafficking.

The organisation is absolutely committed to preventing slavery and human trafficking in its corporate activities, and to ensuring that any supply chains are free from slavery and human trafficking.

## Countries of Delivery

Shape Academy currently operates in the following countries:

- United Kingdom

## High Risk Activities

Given the robust UK legislative framework, the risk of infringement for our employees and supplier employees working in our UK sites is low. Nevertheless, we recognise our responsibility to identify and address potential infringements linked to the goods and/or services we procure. Therefore, we have put in place procedures to work to ensure that our suppliers adhere to the same standards as we apply to ourselves.

## Responsibility

The Company Directors and senior management shall take responsibility for implementing this policy statement and its objectives and shall provide adequate resources (training, etc.) and investment to ensure that slavery and human trafficking is not taking place within the organisation and within its supply chains.

## Relevant Policies

The organisation operates the following policies/procedures that describe its approach to the identification of modern slavery risks and steps to be taken to prevent slavery and human trafficking in its operations:

**Whistleblowing Policy** - The organisation encourages all its workers, customers, and other business partners to report any concerns related to the direct activities, or the supply chains of, the organisation. This includes any circumstances that may give rise to an enhanced risk of slavery or human trafficking.

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The organisation's whistleblowing procedure is designed to make it easy for workers to make disclosures, without fear of retaliation. Employees, customers, or others who have concerns can complete the Cinders Training Whistleblowing report form.

**Employee Code of Conduct** - This sets out expectations and principles for what the Shape Academy considers to be appropriate workplace behaviour.

**Cinders Training Values** - Our values make clear to employees the actions and behaviour expected of them when representing the organisation. The organisation strives to maintain the highest standards of employee conduct and ethical behaviour when operating across the UK and managing its supply chain.

**Procurement Policy** – We are committed to ensuring that our suppliers adhere to the highest standards of ethics. Suppliers are required to demonstrate that they provide safe working conditions where necessary, treat workers with dignity and respect, and act ethically and within the law in their use of labour. We work with our suppliers to ensure that they meet the highest standards of ethics and improve their worker's working conditions. However, serious violations of these standards will lead to the termination of the business relationship.

**Recruitment Policy** - The organisation uses only specified, reputable employment agencies to source labour and always verifies the practices of any new agency it is using before accepting workers from that agency.

Shape Academy use a government certified identification services provider (IDSP) to ensure that all employees can evidence their right to work in the UK and their identity. Those who are not UK Citizens must follow our Identity checks process and provide the correct evidence. Evidence must be as prescribed by UK Visas and Immigration and the Disclosure and Barring Service.

An offer of appointment to any successful candidate is conditional upon:

- Receipt of written references, covering the last 5 years of employment, confirmed by telephone where possible
- Verification of the candidate's identity
- A basic, standard, or enhanced Disclosure and Barring Service check, depending on role, which includes a check of the Barred Lists, including an overseas 'Certificate of Good Conduct' or equivalent
- Evidence of permission to work for those who are not UK citizens.
- Verification of the candidate's medical fitness through a health questionnaire
- Verification of qualifications

All checks will be:

- Documented and retained on the personnel file (subject to restrictions on the retention of information imposed by Disclosure and Barring Service regulations)
- Followed up where they are unsatisfactory or where there are discrepancies in the information provided

## Corporate Social Responsibility

Our Social Values Focus Group, attended by employees from across the business, meet regularly to consider how we best support communities, individuals and charities. This allows employees to raise money for multiple charities / organisations who can require support. We ensure that our values are anchored to our social value and that all activities and initiatives have value add both to the business and to the community.

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