

Modern Slavery Statement

2023 Statement for period Jan – Dec 2022

Runwood Homes Ltd

Incorporating:
Runwood Homes
Sanders Senior Living
Kathryn Homes Ltd

Eradicating Modern Slavery - our Continued Commitment

Modern slavery is a crime and a violation of fundamental human rights. It takes various forms, such as slavery, servitude, forced and compulsory labour and human trafficking, all of which have in common the deprivation of a person's liberty by another in order to exploit them to personal or commercial gain.

We have a zero-tolerance approach to modern slavery and we are committed to acting ethically and with integrity to all our business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place anywhere in our own business or in any of our supply chains.

We are also committed to ensuring there is transparency in our own business and in our approach to tackling modern slavery throughout our supply chains, consistent with our disclosure obligations under the Modern Slavery Act 2015.

We are continuing to build on our approach, as this statement lays out.

Organisation structure and Supply Chains

In operation since 1987, Runwood Homes is a family-led, residential, dementia and nursing care provider with over 78 homes and day centres. We pride ourselves on delivering innovative, personalised care with a real emphasis on celebrating the lives of each and every one of our residents.

We are ISO 9001 registered and hold the Investors in People Accreditation Silver Award.

The Homes within our group are broken down into small regions, with a dedicated Regional Director supporting the Homes within each region. Our Board of Directors are passionate about the care we give, and lead by example.

Our senior team are committed to upholding and building on our values, with a commitment to an exceptional employee experience, from application stage through to training, development and long term development. Our processes are continuously being reviewed and improved.

Supply Chains

Our policy and our statement apply to all persons working for us on our behalf in any capacity, including employees at all levels, directors, officers, agency workers, seconded workers, volunteers, interns, agents, contractors, external consultants, third-party representatives and business partners.

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Version 3

Approved by Chief Operating Officer

We expect the same high standards from all our contractors, suppliers and other business partners, and as part of our contracting processes, we include specific prohibitions against the use of forced, compulsory or trafficked labour, or anyone held in slavery or servitude, whether adults or children, and we expect that our suppliers will hold their own suppliers to the same high standards.

We are committed to ensuring that our suppliers reflect our philosophies on Modern Slavery, and comply with the Modern Slavery Act 2015.

As such:

- All agreements to supply go through the Head Office Procurement Department for due diligence checks.
- All existing suppliers have been issued with our statement and have confirmed their compliance.
- No new supplier will be engaged until they have evidenced their adherence to the legislation.

We have in place a third party Modern Slavery Policy which has been shared with all suppliers.

Policies / Practices

We are ISO 9001 registered and have a suite of policies in place to cover all requirements. These policies are published on our e-learning bookshelf for access for all staff.

Our Modern Slavery Policy encompasses all stakeholders to the business and, in addition to laying out our principles, encourages any concerns to be raised relating to any issue or suspicion of modern slavery in any parts of our business or supply chains of any supplier tier.

In addition, the following relevant policies are in place and regularly reviewed:

- Recruitment Policy
- Pre-Employment Checks Policy
- Working Hours Policy
- Whistleblowing Policy
- Grievance Policy
- Dignity at Work and Bullying and Harassment Policy
- Equality Policy
- Code of Conduct

We have in place a variety of actions to promote Whistleblowing and the raising of concerns: Whistleblowing is actively promoted in staff meetings and details are published on the notice boards throughout our Homes. Annual confidential staff surveys give employees an opportunity to comment on all aspects of the business and their individual home. Ad hoc follow up surveys and HR Surgeries give further opportunity to raise any concerns or issues.

Due diligence processes

Our zero-tolerance approach to modern slavery is communicated to all suppliers, contractors and business partners at the outset of our business relationship with them and reinforced as appropriate thereafter.

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We only use approved staff agencies that have evidenced their Modern Slavery Policy and their adherence to the requirements of the Modern Slavery Act 2015, and to confirm that these philosophies pass down the chain to their suppliers.

For recruitment of overseas candidates, we only recruit from agencies on the Ethical Recruiters List.

Risk assessment and management

Our ongoing actions are assessed against policy. Going forward our actions will be assessed against the action plan published on the previous year's Modern Slavery Statement.

As a part of our risk assessment, we include our actions to mitigate any risk, including:

- Monitoring adherence to policy and ensuring all stakeholders to the business know how to raise any concern
- Due diligence processes for any new supplier
- Training of staff
- Regular monitoring by the review group

Training on modern slavery and trafficking

Training on this policy, and on the risk our business faces from modern slavery in its supply chains, forms part of the induction process for all individuals who work for us, and further regular training will be provided as necessary.

All staff have been issued with a copy of the Home Office "Modern Slavery Awareness and Victim Identification Guidance", and it is a part of our new starter documentation. File audits monitor distribution.

Previous initiatives to support promotion of our values

- Our Employee Assistance Programme supports our team members and gives them an additional avenue for raising concerns confidentially – this resource is actively promoted within the Group.
- Modern Slavery review group established, to meet yearly in January, comprising HR, Recruitment, Governance and Procurement, and which has reviewed our 2022 achievements and actions.
- Awareness promoted through direct email campaigns to all staff.
- Review of all training platforms to raise awareness and embed our principles within the workforce.
- Issued the new Runwood Third Party Supplier Modern Slavery Policy to all suppliers to reinforce our philosophy.
- Requested Third Party Supplier Modern Slavery Policies, or requested confirmation of adherence to our Third Party Supplier Modern Slavery Policy.

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- Raised awareness of Modern Slavery policy and procedures with care home staff from induction stage, including awareness of external sources of support (ie, the Modern Slavery Helpline).

New initiatives carried out in 2022

- Continued review of training under a new L&D structure.
- Review of Company policies.
- Carried out the annual staff survey which incorporated a section on the effectiveness of our Company's communications and awareness initiatives relating to Modern Slavery and Human Trafficking.
- Refreshed promotional material to maintain employee engagement.
- Information packs issued for new team members with alerts to potential fraud, abuse of power, or "scams", with details of who to contact in the event of any concerns, and a re-assurance of support.
- Surveys introduced for new team members on induction, reviewing support and engagement.

Action Plan for 2023

- Continued assessment of new starter experience through direct surveys – more frequent intervals through probation to be introduced.
- Continued assessment of understanding through staff survey.
- Review of PSL for agency staff with enhanced checks.
- Review of the Staff Handbook continuing to include a dedicated section on Modern Slavery awareness.

Key performance indicators to measure effectiveness of steps being taken

Continuously monitor effectiveness of training and awareness initiatives - measured by a dedicated assessment section in the annual staff survey.

Continue to monitor the risk to our supply chain on an ongoing basis - no new suppliers or agencies are engaged that have not been approved through relevant due diligence checks – evidenced by Home reporting and Finance checks.

This statement is made pursuant to section 54 (1) of the Modern Slavery Act 2015 and constitutes the Company's slavery and human trafficking statement for 2021.

Director of HR