

Modern Slavery Statement 2020

Runwood Homes Ltd

Incorporating:
Runwood Homes
Sanders Senior Living
Kathryn Homes Ltd

Eradicating Modern Slavery - our 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.

Organisation structure and Supply Chains

In operation for over 32 years, Runwood Homes is a family-led, residential, dementia and nursing care provider with over 74 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.

With 75%-80% of our residents living with a level of dementia, Runwood has a special Dementia Care Services Team, made up of experienced experts in dementia care, who continually monitor our homes to ensure the highest standards are maintained.

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

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

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.

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
- 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.

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 in place
- 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. Confidential staff surveys give employees an opportunity to comment on all aspects of the business and their individual home.

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.

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.

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.

Issue all staff with a copy of the Home Office "Modern Slavery Awareness and Victim Identification Guidance".

New initiatives for 2020

A new Employee Assistance Programme was introduced in 2020 to support staff and give them an additional avenue for raising concerns confidentially.

Modern Slavery review group established, to meet yearly in January, comprising HR, Recruitment, Governance and Procurement.

Action Plan for 2021

Review of the Staff Handbook to be carried out to include a section on Modern Slavery.

Review of all training platforms to raise awareness and embed our principles within the workforce.

Procurement - Issue the new Runwood Third Party Supplier Modern Slavery Policy to all suppliers to reinforce our philosophy.

Raise awareness of Modern Slavery policy and procedures with care home staff.

Key performance indicators to measure effectiveness of steps being taken

Improve training – measured by increased awareness of Modern Slavery identified by staff survey.

Audit Homes to ensure no new suppliers or agencies are engaged that have not been approved through relevant due diligence checks – evidenced by Home reporting and Finance checks.