

<b><u>Doncaster Culture and Leisure Trust</u></b>  <b>STANDARD OPERATING PROCEDURE</b>  <b>Human Resources</b>	<b>Section</b>	<b>SOP - 1449</b>
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	<b>Date Created</b>	<b>24/01/2021</b>
	<b>Date Reviewed</b>	<b>21/01/2022</b>
	<b>Date Issued</b>	<b>23/03/2023</b>
<b><u>MODERN SLAVERY POLICY</u></b>	<b>Created By</b>	<b>Head of HR</b>

### **CHANGES SINCE LAST ISSUE**

This standard operating procedure supersedes all other previous procedures/specifications in respect of this requirement and is effective from the stated date.

### **OBJECTIVE AND SCOPE**

Doncaster Culture & Leisure Trust (DCLT) is committed to the principles of the Modern Slavery Act 2015 and the abolition of modern slavery and human trafficking.

DCLT is an equal opportunities employer and committed to ensuring a non-discriminatory working environment. This policy ensures that DCLT complies with the Modern Slavery Act 2015 and sets out the responsibilities for employers and employees.

### **RESPONSIBILITY**

The Head of Human Resources is responsible for the review of the policy.

Managers are responsible for ensuring all staff are aware of their responsibilities as outlined in this policy.

Employees are responsible for familiarizing themselves and compliance with this policy and should speak to their Department Manager if they have any questions.

### **DOCUMENTATION**

#### **Internal Document**

SOP 1406 Code of Conduct  
SOP 1424 Safeguarding Policy  
SOP 1427 Whistleblowing Policy  
SOP 1430 Bullying and Harassment Policy  
SOP 1431 Recruitment and Selection Policy

#### **External Document**

Modern Slavery Act 2015

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DCLT is committed to ensuring that all its business operations are free from involvement with slavery or human trafficking.

Recruitment and people management processes are designed to ensure that all prospective employees are legally entitled to work in the UK and to safeguard our employees.

DCLT will not enter into business with any organisation which knowingly supports or is found to be involved in slavery, servitude and forced or compulsory labour.

The following policies are available to all staff at:

<https://dclt.sharepoint.com/sites/procedures/Health%20%20Safety>

- Recruitment and selection policy
- Code of conduct
- Whistleblowing policy
- Bullying and harassment policy
- Safeguarding policy

DCLT is committed to:

- carrying out regular reviews to ensure that all our employees are paid at least the National Minimum Wage and have the right to work in the UK.
- ensuring that all commercial agreements include an obligation on our suppliers to operate in accordance with the Modern Slavery Act 2015.
- identifying and addressing any areas of high risk in our supply chain.
- ensuring that staff involved in buying or procurement receive training on modern slavery.