



Corporate Social Responsibility Statement

Flourish Education Ltd Corporate Social Responsibility Statement

Flourish Education endeavours to conduct its business in a professional and highly ethical manner at all times and comply fully with all applicable laws and regulations. We are a member of APSCo and comply with their codes of good recruitment practice in all our business dealings. We take our responsibilities to our staff, clients, candidates, the environment and the communities that we serve very seriously and uphold the highest standards in the following areas:

People, Human Rights & Equality

Flourish Education respects and supports the protection of international human rights. We ensure that our activities do not directly or indirectly violate human rights in any country (e.g. forced labour) and we support the International Labour Organisation's (ILO's) programme to eliminate child labour throughout the world. We publish an annual statement (in full compliance with the Modern Slavery Act 2015) which sets out the steps we have taken to ensure modern slavery is not taking place in our business or supply chains.

Our company is a committed equal opportunities employer and we have policies and procedures in place at all stages of the recruitment cycle (for both staff and candidates) which prevent discrimination against anyone on the grounds of the nine protected characteristics established by the Equality Act 2010, namely:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

We train and develop our staff to the highest industry standards to ensure that the clients, candidates and communities that we deal with receive a dedicated and professional service at all times.

In all our dealings, we take steps to ensure that the health and safety of our employees, clients, candidates and the communities that we serve are never put at risk.

Protecting the Environment

Although Flourish Education does not manufacture any goods or products which cause pollution, we take our responsibilities for protecting the environment very seriously. We comply fully with all environment legislation, regulations and approved codes of practice and undertake the following activities to minimise our environmental impacts and emissions:



Paper & Printing

We distribute all documents via email and our registration and onboarding process is all paperless.

- All printers are set to print on both sides of the paper.
- All office memos are distributed via email.
- All company policies and documents are stored in PDF format on the company's shared drive.
- We have reduced the margin settings on all documents so that our printers use less paper.
- We actively try to send all letters and documentation via email, rather than printing them out and sending them by post.
- We recycle all used office paper, cardboard and magazines.
- We aim to be paperless and use the Matchmaker CRM system for internal communication.
- We avoid all usage of paper and plastic cups by only using mugs and glasses in our office(s).
- We minimise the generation of waste and implement/promote recycling.

Transportation

- We have a 'cycle to work scheme' and provide employees with a secure space to park their bikes to encourage this mode of transportation.
- We have an active policy of 'car-sharing' when travelling in company vehicles.
- Our offices are located close to public transport facilities to encourage car-free commuting.

Electronics

- All screen savers are set to 'none' or 'blank screen' and our IT department ensures that all computers are set to go to sleep when not in use, as energy is conserved only when monitors go dark in standby mode.
- All toner cartridges are recycled.
- Computers, laptops, printers, photocopiers and other equipment with cords are unplugged when not in frequent use, as equipment consumes energy even when it's not actively utilised.

Energy Use

- All office thermostats are regularly adjusted so the heat or air conditioning comes on less, and turns off at night.
- We prioritise buying or replacing equipment and appliances with their higher energy rating alternatives (the higher the rating, the more energy efficient the product is and the lower the energy use will be).
- We regularly contact our energy provider to see what they offer in the way of green energy alternatives.
- We have Invested in power-saving alternatives such motion-sensing lighting (which turn off when nobody is in a room), rather than relying on staff to switch off lights.



Miscellaneous

- We actively endeavour to continually improve the environmental performance of the company and report these to interested parties.
- We inform and encourage staff at all levels to act in an environmentally responsible manner and provide training where necessary.
- Wherever possible, we source and buy all our goods locally and endeavour to use locally based suppliers in the Longbridge and Northfield areas to actively reduce our carbon footprint.
- We purchase and promote the use of greener office and cleaning products.
- All office coffee and tea are organic/Fairtrade.

Supporting our Local Community

As part of our commitment to helping the local community in which we are based, Flourish Education undertakes the following initiatives:

- We buy supplies locally and use local traders, wherever possible.
- We have a strong preference for employing staff who are locally based, as they tend to be more reliable and have less distance to travel to work.

Charitable Involvement

Every year we hold activities to raise funds for the BBC Children in Need appeal and Comic Relief.

We also participate in a charitable giving scheme.