Company Name:	Halecroft Recruitment Limited (“the Company”)
Model Policy Name:	Corporate Social Responsibility (CSR) Policy

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Date: 1st October 2026

Our Policy

Halecroft Recruitment is committed to conducting business responsibly, ethically, and sustainably. This Policy sets out our commitments to our stakeholders, employees, candidates, clients, and the wider community, ensuring that we make a positive contribution to society while complying with all applicable laws and regulations, and meeting supply chain transparency requirements.

SCOPE

This Policy applies to all business operations of Halecroft Recruitment, including but not limited to:

- Business dealings with clients, candidates, and suppliers;
- Recruitment and employment practices;
- Internal operations and compliance activities;
- Engagement with the wider community and the environment.

POLICY COMMITMENTS

1. Environmental Responsibility
2. Equal Opportunities and Diversity
3. Protection from Harassment
4. Health and Safety
5. Modern Slavery
6. Anti-Bribery and Corruption

1. Environmental Responsibility

Halecroft Recruitment recognises and understands the importance of protecting the environment in which we operate. We are fully committed to minimising the impact that running our business has on the environment and we encourage our clients, suppliers, and other stakeholders to do the same.

Halecroft Recruitment will aim to:

1. Minimise the use of natural resources;
2. Minimise the generation of waste and implement/promote recycling;
3. Minimise pollution and promote greener transport options;

4. Purchase and promote the use of greener office and cleaning products;
5. Consider the environmental impact of any business decisions made;
6. Inform and encourage staff at all levels to act in an environmentally responsible manner and provide training where necessary;
7. Encourage feedback from staff on improvements and feed these into the policy;
8. Designate appropriate resources in order to implement, monitor, and continuously improve the policy;
9. Make this policy available to any interested external parties and to employees ;
10. Continually improve and monitor the environmental performance of the company and report these to interested parties.]

Halecroft Recruitment will be responsible for implementing the above objectives, reviewing progress, and continuously updating this policy, as necessary. Halecroft Recruitment will review this policy periodically and publish the results on our website.

2. Equal Opportunities and Diversity

Halecroft Recruitment embraces diversity and aims to promote the benefits of diversity in all of our business activities. We seek to develop a business culture that reflects that belief. We will expand the media in which we recruit to in order to ensure that we have a diverse employee and candidate base. We will also strive to ensure that our clients meet their own diversity targets.

Halecroft Recruitment is committed to diversity and will promote diversity for all employees, workers, and applicants. We will continuously review all aspects of recruitment to avoid unlawful discrimination.

Halecroft Recruitment will treat everyone equally and will not discriminate on the grounds of an individual's "protected characteristic" under the Equality Act 2010 (the Act) which are age, disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

We will not discriminate on the grounds of an individual's membership or non-membership of a Trade Union.

All staff have an obligation to respect and comply with this policy.

Halecroft Recruitment is committed to providing training for its entire staff in equal opportunities and diversity.

Halecroft Recruitment will avoid stipulating unnecessary requirements which will exclude a higher proportion of a particular group of people and will not prescribe discriminatory requirements for a role.

Halecroft Recruitment will not discriminate unlawfully when deciding which candidate/temporary worker is submitted for a vacancy or assignment, or in any terms of employment or terms of engagement for temporary workers.

Halecroft Recruitment will ensure that each candidate is assessed in accordance with the candidate's merits, qualifications, and ability to perform the relevant duties for the role.

For more information on how we promote equal opportunities and diversity in all of our business activities, please see our Equal Opportunities and Diversity Policy.

3. Protection from Harassment

Halecroft Recruitment is committed to providing a work environment free from unlawful harassment. Under the Equality Act 2010, harassment is defined as unwanted conduct that relates to a protected characteristic which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating, or offensive environment for that individual. This includes unwanted conduct of a sexual nature.

Examples of prohibited harassment are:

1. verbal or written conduct containing derogatory jokes or comments;
2. slurs or unwanted sexual advances;
3. visual conduct such as derogatory or sexually orientated posters;
4. photographs, cartoons, drawings, or gestures which some may find offensive;
5. physical conduct such as assault, unwanted touching, or any interference because of sex, race, or any other protected characteristic basis;
6. threats and demands to submit to sexual requests as a condition of continued employment or to avoid some other loss, and offers of employment benefits in return for sexual favours;
7. retaliation for having reported or threatened to report harassment.

For more information on the steps, we take to create a safe work environment, free from unlawful harassment, please see our Equal Opportunities and Diversity Policy and our Sexual Harassment Policy.

4. Health and Safety

It is the policy of the Halecroft Recruitment to provide and maintain safe and healthy working conditions, equipment, and systems of work for all our employees, and to provide such information and training as they need for this purpose.

Halecroft Recruitment accepts its responsibility for health and safety of other persons who may be affected by the Company's activities. Following the identification of work-related risks and hazards, the Company will take preventative and protective measures. It is also the policy of the Company to ensure that its business is conducted in a manner so as to reduce the risks to members of the public. Halecroft Recruitment may require you to attend such training and/or induction programmes in order to meet the aims of the Company.

The allocation of duties for safety matters, the identity of competent persons appointed with particular responsibilities, and the arrangements made to implement this policy are set out in this policy and in associated health and safety records. Our Health and Safety Policy will be kept up to date, to reflect changes in the nature and size of the Company. To ensure this, the policy and its effectiveness will be reviewed annually

5. Modern Slavery

1. Halecroft Recruitment is committed to eliminating modern slavery, human trafficking, forced labour, and similar human rights abuses.

2. Halecroft Recruitment is committed to ensuring that its staff and any workers it supplies (directly or indirectly) are not subject to behaviour or threats that may amount to modern slavery, human trafficking, forced labour, and similar human rights abuses.
3. Halecroft Recruitment provides appropriate training and awareness information for all of its staff. In particular:
    - All of our staff receive awareness-raising information around issues involving modern slavery and human trafficking, so that they can bring any concerns they have to the attention of management.
4. Any staff, workers or other parties are strongly encouraged to report any concerns or suspicions that they might have to Tricia Bullman - CEO
5. Reports surrounding these issues are taken extremely seriously by our board of directors / the partners / senior leadership team who are committed to ensuring that all investigations shall be prompt and effective. If our investigations reveal any issues, we are committed to taking appropriate action, including but not limited to:
    - Working with the appropriate organisations to improve standards,
    - Removing that organisation from our preferred supplier list,
    - Passing details to appropriate law enforcement bodies.
6. We regularly monitor our risks in this area through the use of relevant key performance indicators, including:
    - The percentage of suppliers who sign up to an appropriate code / provide their own modern slavery statements,
    - The amount of time spent on audits, re-audits, spot checks, and related due diligence, and
7. As part of our efforts in this area, we publish a modern slavery statement on an annual basis.

6. Anti-Bribery and Corruption

A “Bribe” is an inducement or reward offered, promised, or provided in order to gain any commercial, contractual, regulatory, or personal advantage; “to Bribe” and “Bribery” are construed accordingly. A “Relevant Person” is any individual (whether an officer of employee of the Company, or a temporary worker, contractor or consultant providing services to or on behalf of the Company) or any corporate entity who performs functions for or on behalf of the Company. One of the Halecroft Recruitment’s core values is to uphold responsible and fair business practice. It is committed to promoting and maintaining the highest level of ethical standards in relation to all of its business activities. Its reputation for maintaining lawful business practices is of paramount importance and this Policy is designed to preserve these values. The Company has a zero-tolerance policy towards bribery and corruption and is committed to acting fairly and with integrity in all of its business dealings and relationships and to implementing and enforcing effective systems to counter bribery.

The Bribery Act 2010 (the Bribery Act) came into force on 1 July 2011. The Bribery Act affects the Company in its business relations anywhere in the world.

Under the Bribery Act it is an offence to:

1. Bribe a person i.e. to offer, promise, or give a financial or other advantage to another person, whether within the UK or abroad, with the intention of inducing or rewarding improper conduct;

2. Receive a Bribe i.e. to request, agree to receive or accept a financial or other advantage for or in relation to improper conduct;
3. Bribe a foreign public official; and
4. Fail to prevent Bribery.

All Relevant Persons are required at all times:

- Not to commit an offence listed above or any other offence;
- To comply with the Bribery Act and any other anti-bribery and anti-corruption legislation that applies in any jurisdiction in any part of the world in which they or the Company might conduct business;
- To act honestly, responsibly and with integrity;
- To safeguard and uphold the Company's core values by operating in an ethical, professional, and lawful manner at all times.

Bribery of any kind is strictly prohibited. Under no circumstances should any provision be made, money set aside, or accounts created for the purposes of facilitating the payment or receipt of a Bribe.

Halecroft Recruitment recognises that industry practices may vary from country to country or from culture to culture. What is considered unacceptable in one place may be normal or usual practice in another. You should seek appropriate guidance from the Company's Compliance team. All Relevant Persons are expected to adhere strictly at all times to the guidelines set out in this Policy.