

Terms and Definitions

- “staff” and “users” means all of those who work under our control, including employees, contractors, interns etc.
- “we” and “us” refer to ExamTrack.

Overview

This statement sets out the steps that Exam Track Limited has undertaken, and is continuing to take, to ensure that modern slavery or human trafficking is not taking place within our business or supply chain. ExamTrack has a zero-tolerance approach to any form of modern slavery. We are committed to acting in an ethical manner, with integrity and transparency in all business dealings.

We are committed to creating effective systems and controls in place to safeguard against any form of modern slavery taking place within the business or our supply chain and impose those same high standards on our contractors, suppliers and other business partners.

ExamTrack is committed to:

- Acting ethically and with integrity in all our business dealings and relationships.
- Implementing and enforcing effective systems and controls to ensure modern slavery is no taking place anywhere in our business.
- Ensuring there is transparency in our approach to tackling modern slavery in our business.

Identifying Modern Slavery

There is no typical victim of modern slavery, some victims do not understand they have been exploited and are entitled to help and support. However, the key signs could indicate that someone may be a victim of modern slavery or human trafficking:

- The person is not in possession of their own passport, identification or travel documents.
- The person allows others to speak for them when spoken to them directly.
- The person is withdrawn or appears frightened.
- The person has limited social interactions or contact with people outside their immediate environment.
- The person does not seem to be able to contact friends or families or friends freely.

Responsibility for this policy and compliance

The Managing Director and the Technical Director has overall responsibility for ensuring this policy complies with ExamTrack’s legal and ethical obligations and dealing with any queries about it. All ExamTrack staff must comply with this policy.

Breaches of policy

ExamTrack will take all necessary measures to remedy any breach of this policy including the use of our disciplinary or contractual processes where appropriate.

Revision History

Date of Change	Responsible	Summary of Change