

Modern Slavery Statement 2023

About Caulfield Grammar School

Founded in 1881, Caulfield Grammar School (the School) is a leading independent co-educational day and boarding school, offering Early Learning to Year 12 education.

Located in Melbourne, we are a five-campus school with over 3,500 students and more than 1,000 staff (including 400 casual sports coaches supporting our winter, spring and summer programs). Our size and scale allow us to provide an extensive range of broad and balanced programs for our students and employees.

Day-to-day school takes place at a choice of three Melbourne metropolitan campuses: Wheelers Hill, Malvern, and Caulfield. Boarding is offered for Years 9 – 12 at our Caulfield Campus. Our campuses in Yarra Junction (Education Outdoors) and Jabiru, Northern Territory (Year 9 Experiential Program) offer immersive learning experiences for students.

We are a purpose-led and values-based school. The health, safety and well-being of all members of our School community are central to all our decisions.

Our Purpose

To enable quality learning every day in every experience for every learner for life.

Our Vision

To be a leading, internationally recognised, co-educational school fostering responsible global citizenship.

Our Values

Inspired by our Anglican tradition of faith, hope and love, our values drive our behaviour, inform our decisions, shape our perspective and underpin our culture:

- Pursuing Excellence
- Inspiring Creativity
- Thriving Together
- Embracing Diversity
- Living Wholeheartedly.

The School is committed to operating responsibly and establishing and adhering to the highest ethical standards.



Structure and Operations

Reporting Entity

The School ACN 004 170 772 is a company limited by guarantee and incorporated in Australia, with its registered office in St Kilda East, Victoria. The company is registered as a charity with the Australian Charities and Not for Profits Commission. The School and its controlled entities during the reporting period 1 January 2023 to 31 December 2023 were Caulfield Grammar School Foundation Limited ACN 005 544 598, Malvern Memorial Grammar School ACN 004 257 532, Caulfield Grammar Supporters' Association Inc ABN 16 782 617 264, CGS Extension Services Pty Ltd ABN 59 056 568 891.

The School is the Group's main operating entity and, as such, is the chief acquirer of goods and services. The School is submitting this Modern Slavery Statement as a joint statement on behalf of the Company and its controlled entities. Consultation has occurred with School Council, key Sub-Committees and School operating functions to prepare this Statement.

Structure

The School Council is the governing body of the School. The Principal is responsible for the overall management of the School. The School Council understands the reporting and compliance requirements under the Modern Slavery Act (Cth).

Operations

The principal/key activities of the School are the provision of Kindergarten, Primary and Secondary education.

Risks of Modern Slavery Practices in Our Operations and Supply Chains

The School has performed an assessment of its operations and key supply chains, including entities that the School controls, to evaluate the risk of modern slavery practices.

In Our Operations

Based on this assessment, we believe the risk of modern slavery within operations continues to be low. This is due to the direct employment relationship between the School and its staff, the employment laws that the School is required to comply with, the procurement process for key suppliers and the regulated nature of the sector.

In Our Supply Chain

In assessing the risk of modern slavery practices within our supply chain, several factors were considered, including:

- Total contract value
- Product/service category
- Country of manufacture/origin
- Suppliers that may engage a transient or low-skilled workforce.



Based on this assessment, the following supply chains were identified as areas of focus:

Supply Chain	Modern Slavery Risk	Risk Assessment
Cleaning	Engagement of a low-skilled/migrant workforce who may have a limited understanding of their legal rights and a restricted ability to bargain with their employers.	Medium
Catering	Engagement of a low-skilled/migrant/transient workforce who may have a limited understanding of their legal rights and a restricted ability to bargain with their employers.	Medium
Information Technology equipment	Offshore manufacture of equipment by individuals working in poor and unlawful conditions.	Low – given known supply lines (Apple & Microsoft products)
Uniforms	Offshore manufacture of uniforms by individuals working in poor and unlawful conditions	Medium
Security	Engagement of a low-skilled/migrant workforce who may have a limited understanding of their legal rights and a restricted ability to bargain with their employers.	Medium

Our Approach to Modern Slavery (Actions & Effectiveness)

The School's approach to the assessment of and response to modern slavery risks consists of:

- Regular reviews of the School's supply chains to identify where the potential risk of modern slavery practices may exist
- Completion of the Modern Slavery Supplier Assessment Questionnaire for medium/high risk suppliers.
- The inclusion of Modern Slavery conditions in the School's tender process and standard contract terms and conditions
- Easy access to existing Complaints Handling and Whistleblower policies and procedures the School continues to be committed to implementing the following four-step approach.





1. Risk Assessment

- Identify, assess and monitor suppliers where the risk of modern slavery practices may be present
- Mitigate risk of modern slavery through contractual procurement process/conditions.

2. Review Policies and Processes

- Develop and publish a Modern Slavery Policy
- Review existing policies and processes to ensure alignment with the School's position on modern slavery
- Continue to raise awareness of modern slavery risks with key stakeholders.
- Continue to ensure contracts used by the School have modern slavery conditions.
- Review, improve and leverage child safe processes and policies.

3. Supplier Engagement

- Continue to assess new suppliers.
- Ongoing consultation and relationship management with existing suppliers.

4. Monitor and Report

- Monitor and respond to modern slavery risks
- Report to Finance Risk and Audit Committee and School Council
- Assess our approach against the Global Slavery Index
- Require Modern Slavery Supplier Questionnaires to be completed annually by relevant suppliers
- Systematic process evaluation as part of the annual Modern Slavery Statement review

This Modern Slavery Statement was approved by School Council in their capacity as principal governing body of Caulfield Grammar School on 12 September 2024.

Simon Gray
President of CGS School Council