ABBOTSFORD

THE HOME OF Sir Walter Scott

## Fair Work First Statement

The Abbotsford Trust is committed to the Scottish Government's Fair Work First policy.

The Trust cares about the rewards and conditions of employment and the well-being of staff and is committed to improving the work-life balance of its staff.

The Abbotsford Trust is committed to advancing the Fair Work First Policy through:

• **Effective Voice** – The Trust provides channels for effective employee engagement and holds regular 1-to-1 and all-staff meetings.

• **Fulfilment** – The Trust recognises the challenges of busy working and personal life through the provision of flexible and family-friendly working practices that include appropriate and proportionate homeworking where possible.

• **Opportunity** – The Trust undertakes a fair and transparent recruitment process with all job opportunities advertised internally and invests in training for all its staff, focusing on organisational priorities and individual personal development.

• **Security** – The Trust pays the Real Living Wage. It does not issue inappropriate zero-hour contracts and opposes the use of fire and rehire practice.

• **Respect** – Trust staff are entitled to be treated with respect and dignity at work and have a personal responsibility for ensuring that they treat others the way in which they would expect to be treated. The Trust recognises dignity at work to mean being free to work without experiencing bullying, harassment, discrimination or victimisation.