



COLLINGWOOD
SCHOOL



Forced Labour and Child Labour Report For the year ended June 30, 2025



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Introduction

Collingwood School is a non-denominational and co-educational independent school that operates across two campuses in West Vancouver, British Columbia. The school's personalized and inclusive approach fosters academic excellence and wellbeing as the students explore opportunities across academics, arts, athletics and service learning. With an emphasis on experiential learning, collaboration, character development, and problem solving across disciplines, the school aims to prepare graduates to join the global community as critical thinkers who are resilient, socially conscious and prepared to make the most of their opportunities.

Collingwood School is committed to contributing positively to our local and global communities, environmental stewardship, and supporting the well-being, and inclusion of all people. This report is made pursuant to subsection 11(2) of the *Fighting Against Forced Labour and Child Labour in Supply Chains Act*, S.C., 2023, c.9 (the Act) and outlines the measures Collingwood School have taken to mitigate the risk of forced labour across the School's procurement process in the 2025 fiscal year.

Structure and Activities

Founded in 1983, Collingwood School is incorporated under The Society Act and registered as a Canadian charitable organization with approximately 250 employees and 1,250 students from Junior Kindergarten to Grade 12.

Collingwood School's activities include delivering educational programming and support for students, offering transportation services, lunch service, school age care, summer programs, organizing community events for students and families, and renting facilities to third parties. The vast majority of Collingwood School's operations involve the provision of services rather than goods.



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Supply Chains

Collingwood School predominantly sources goods and services within Canada. Goods imported into Canada are extremely minor, valued at less than 1% of total expenditures for the year ended June 30, 2025.

The following table outlines key categories of goods and services procured by Collingwood School to deliver services for the students, families, and broader community.

Expense Category	Description
Supplies	Stationery, classroom, books, and health and safety supplies
Equipment	Sports, computers, tablets, audio-visual, printers, repairs and maintenance, furniture and fixtures, and IT infrastructure equipment
Apparel	Athletics, and student House apparel
Third Party Contractors	Guest instructors and speakers, transport, summer programs, janitorial, catering, consultants, lawyers, and auditors
Site Rentals	Renting third party facilities from community-based organizations
Subscriptions	Online subscriptions for administrative, teaching, and learning purposes

With a broad range of programs and operational functions at the School, procurement activities are managed by a variety of departments across the organization.

Policies

Collingwood School strives to work with suppliers whose practices are aligned with the School’s values and commitment to protect and respect human rights.

The School maintains a Procurement Policy and Procedure which outlines acceptable procurement practices, as well as roles and responsibilities for all employees involved in purchasing activities. The policy requires that procurement activities are conducted transparently, ethically, and with integrity. Employees are expected to uphold the highest legal, environmental, and professional standards throughout the procurement process.

All employees are also required to adhere to the School’s Employee Code of Conduct, which outlines the core values and guiding principles that shape the community’s attitudes and



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behaviours. Under the Code of Conduct, employees are expected to act honestly, in good faith, and in compliance with all applicable legal, professional, and ethical standards.

In addition, the School maintains a Whistleblower Policy that enables employees to anonymously report concerns relating to suppliers who may be engaged in forced labour or child labour practices. Allegations reported through this process are reviewed and investigated as appropriate.

Due Diligence

Collingwood School assesses suppliers that may present a risk of exposure to forced labour and child labour, through review of suppliers'

- nature of operations,
- published Forced Labour Reports,
- policies and due diligence to mitigate forced labour or child labour,
- origin of manufactured or assembled goods, if applicable.

When appropriate, additional information may be requested from suppliers to confirm that adequate measures are in place to mitigate risks relating to forced labour and child labour.

The School reserves the right to discontinue relationships with suppliers that fail to provide requested information or are unable to adequately address identified concerns.

Risk Assessment and Mitigation Strategy

Collingwood School conducts an annual review of its supplier base. For the year ended June 30, 2025:

- 69% of suppliers were located within British Columbia,
- 26% were located elsewhere in Canada,
- 4% were based in the United States, and
- 1% were located in other countries such as Australia, New Zealand, Denmark, United Kingdom, Bermuda, and Singapore.

The School has identified certain areas of the procurement process and suppliers that carry an elevated risk of forced labour and child labour, particularly where suppliers manufacture or import supplies, equipment, or apparel from regions outside of North America. Based on the information currently available and review of these suppliers, the School has assessed that the overall risk of forced labour and child labour within its supply chain is low.

To mitigate these risks, the School will continue to conduct due diligence on both existing and prospective suppliers to mitigate the risk of forced labour and child labour.



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Remediation Measures

During the year ended June 30, 2025, Collingwood School did not identify any incident of forced labour or child labour within its supply chain.

If any such incidents are identified in the future, the School will consider appropriate remediation strategies, which may include:

- working with suppliers to address concerns,
- terminating supplier relationships where appropriate, and
- measures to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour.

Training

As part of the onboarding process, new employees receive training on the School's Code of Conduct. In addition, all employees are required annually to confirm that they will continue to uphold the principles and requirements set out in the Code of Conduct and Procurement Policies.

The School is also evaluating additional training initiatives relating to forced labour and child labour for budget managers and employees involved in supplier selection and procurement approvals.

Assessing Effectiveness

Based on the assessment of our current suppliers, Collingwood School has not identified any suppliers that present a high risk of forced labour or child labour.

Collingwood School is committed to preventing all forms of forced labour and child labour and will continue to regularly monitor suppliers, reviewing their published Forced Labour Reports and policies where available.

In the event any concerns are identified, we will collaborate with the suppliers on remediation measures or terminate our partnership with suppliers who are unable to adequately address these risks.



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Attestation

In accordance with the requirement of the Act, and in particular section 11 thereof, I attest that I have reviewed the information contained in the report for the entity listed above. Based on my knowledge, and having exercised reasonable diligence, I attest that the information in the report is true, accurate, and complete in all material respects for the purposes of the Act, and for the year ended June 30, 2025.

Nicolas Jimenez
Chair, Board of Governors
Collingwood School Society
Date: May 25, 2026

I have the authority to bind the Collingwood School Society