



**Corporate
Covenant**

The Armed Forces Corporate Covenant

The Lightbox

We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of: **The Lightbox**

Signed:

Name: Marilyn Scott

Position Held: Director

Date: 19th November 2015

**The
Lightbox**



Ministry
of Defence

The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom
Her Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families.

They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles Of The Armed Forces Corporate Covenant

1.1 We The Lightbox will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *in some circumstances special treatment may be appropriate especially for the injured or bereaved.*

Section 2: Demonstrating our Commitment

2.1 The Lightbox recognises the value serving personnel, reservists, veterans and military families bring to our business. We will seek to uphold the principles of the Armed Forces Covenant, by:

- **promoting the fact that we are an armed forces-friendly organisation;**
 - *Publicise Corporate Covenant commitments and logo on our website and through our social media.*
 - *Participate in Armed Forces Day via different activities*
- **seeking to support the employment of veterans young and old and working with the Career Transition Partnership (CTP), in order to establish a tailored employment pathway for Service Leavers;**
 - *Value and recognise military skills and qualifications when interviewing for positions.*
 - *Invite to interview, veteran applicants who meet the selection criteria in a job specification.*
 - *Consider engaging with CTP Assist www.ctp.org.uk/ to support as far as is practical, employment opportunities for wounded, injured or sick veterans.*
 - *Participate in selected Career Fairs for those leaving the Armed Forces.*
- **striving to support the employment of Service spouses and partners;**
 - *Invite to interview Service spouse applicants who meet the selection criteria in a job specification.*
 - *Advertise suitable vacancies via the local Garrison.*
 - *Volunteering opportunities can be advertised in the local stations, Garrisons, Establishments in The Light Box Vicinity.*
- **endeavouring to offer a degree of flexibility in granting leave for Service spouses and partners before, during and after a partner's deployment;**
 - *Sympathetically review requests for holidays before, during or after partner's overseas deployment, when the person has leave to spend with their family.*
 - *Consider special paid leave is appropriate for employees who are bereaved or whose spouse/partner is injured.*

- **seeking to support our employees who choose to be members of the Reserve forces, including by accommodating their training and deployment where possible;**
 - *Accommodate Reservists training commitments wherever possible.*
 - *Think about an HR Policy that gives Reservists 10 days leave in order to complete their training (Attached is a simple HR statement of support to employees who are Reservists).*
 - *Consider 10 days per annum special paid leave to support Reservists training commitments.*
 - *Wherever possible accommodate the mobilisation of a Reservist if they are required to deploy.*
 - *Encourage any Reservists in your business to participate in Reserve Day.*

- **offering support to our local cadet units, either in our local community or in local schools, where possible;**
 - *Engage with South East Reserve Forces' and Cadets' Association to Identify opportunities (www.serfca.org)*
 - *Encourage employees to become cadet helpers or instructors, where practical.*

2.2 We will publicise these commitments through our literature and/or on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing.