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Policy Name	Conflict of Interest
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Recent Review Date	March 2026	Next Review Date	April 2027
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Purpose and Scope of the Policy

This policy defines a *conflict of interest* as any situation where an individual or organisation has or is perceived to have competing interests or loyalties that could compromise their ability to make objective, fair or ethical decisions.

Nxt Gen Education Ltd values the development of strong business and external partnerships. However, we recognise that such relationships may occasionally give rise to actual or perceived conflicts of interest. We are committed to identifying, managing and reducing such risks. When a potential conflict is identified, the procedures outlined in this policy will be followed.

This policy is applicable to all individuals associated with Nxt Gen Education Ltd. This includes employees at all levels, members of the Board and Executive Team, part-time staff, partners, satellite centres, associates, subsidiaries and their staff, as well as any other individuals acting on behalf of the organisation. For simplicity, all such persons are referred to as “individuals” in this document.

The policy applies to all Nxt Gen Education Ltd operations and transactions, regardless of location, and is especially relevant in matters involving awarding bodies represented by the organisation.

It outlines the obligations of all individuals, as aligned with their employment or contractual agreements, to help ensure compliance with the standards required by awarding bodies.

This policy and its supporting procedures help safeguard the integrity of our professional relationships both internal and external by promoting ethical, lawful and transparent conduct in all business activities.

Nxt Gen Education Ltd acknowledges that conflicts of interest may occur and could result in individuals making decisions influenced by personal interests rather than the best interests of the organisation or ethical considerations. In some cases, such conflicts may be considered a form of corruption.

Conflicts of Interest Guidelines

1. Risk Management in Relation to Conflicts of Interest

Evaluating and addressing risks arising from potential conflicts of interest is an integral part of NxtGen Education Ltd's ongoing risk management framework. Identified conflicts are addressed and mitigated wherever possible and are actively monitored as part of our internal control and governance systems. Our conflicts of interest policy and related procedures are regularly reviewed to ensure they remain effective and aligned with our governance and accountability commitments. All existing and reasonably foreseeable conflicts will be identified, tracked and, where necessary, escalated to a member of the Executive Team. Particular attention is given to managing conflicts during periods of organisational change, in line with the regulatory Conditions of Recognition, to reduce the risk of any potential adverse effects.

2. Prevention of Conflicts of Interest

No employee or representative of NxtGen Education Ltd is permitted to give or receive preferential treatment—including service discounts—to or from colleagues or other branches of the organisation, if such actions could negatively impact the company, learners, centres or any

stakeholders. These behaviours may also be interpreted as bribery and could lead to criminal liability.

3. Roles and Responsibilities

To support effective management of conflict-related risks, all individuals are expected to promptly disclose any actual or potential conflicts of interest they become aware of. Confidential reporting is supported, and individuals are encouraged to consult our Whistleblowing Policy, which is accessible through our website or internal systems. Every person employed by or acting on behalf of Nxt Gen Education Ltd is individually responsible for adhering to the principles and procedures outlined in this policy.

4. Examples of Potential Conflicts of Interest

Conflicts of interest may arise in a variety of business contexts. Examples include but are not limited to:

- An individual holding a position of authority within NxtGen Education Ltd while having vested interests in an external organisation that may influence their decisions.
- Personal relationships or interests that could compromise an individual's ability to carry out their professional responsibilities objectively.
- Working for or on behalf of NxtGen Education Ltd while also maintaining a financial or personal interest, paid or unpaid, in another business that either uses or competes with Nxt Gen Education Ltd's services or those of its awarding bodies.
- Undertaking additional paid or voluntary work outside the organisation that creates a conflict with the interests or obligations of NxtGen Education Ltd or any of its awarding partners.
- Receiving payment for services rendered to the organisation in a manner that does not comply with the relevant provisions outlined in NxtGen Education Ltd's governing documents.
- Working for Nxt Gen Education Ltd while having friends or family members involved in TQUK assessments or examinations.
- Instances where internal procedures developed by one part of the organisation conflict with the regulatory duties of its awarding body functions.

Contact us at **complaints@nxtgenedu.co.uk**