



MANAGERS' ESSENTIAL EMPLOYMENT LAW COURSE 2024



FULL DAY: 14 NOVEMBER 2024, DELTA MARRIOTT HOTEL, YORK 9.30AM - 4.00PM

Torque Law have carefully designed this essential training with the protection of your organisation in mind. This hands-on and interactive employment law course guides managers and leaders through sensitive and high stakes employment law issues from recruitment to termination, and all the stages in between.

Delegates will have the opportunity to:

- Gain essential knowledge through the use of practical scenarios and interactive exercises
- Develop their ability to identify employment law risks in day-to-day management
- Acquire skills to handle a range of employment situations with increased confidence
- Consolidate understanding through Q&A's and sharing ideas and experiences with other delegates

"Extremely informative - I learnt a lot" HR Manager, International biopharmaceutical business
"Very relevant and useful content" HR Manager, Law firm

FORMAT & MATERIALS:

This thorough introduction to employment law is delivered in bitesize modules with plenty of practical application. A full set of materials, including a certificate of completion, refreshments and lunch will be provided.

COURSE CONTENT

Recruitment & employment documents:	recruitment processes and job offers, contracts, handbooks, and privacy notices
Discrimination under the Equality Act 2010:	protected characteristics, types of discrimination, defences and justification for discrimination, protection for non-employees, liabilities for employers and employees
Harassment & bullying:	harassment claims under the Equality Act 2010, other allegations of bullying, potential civil and criminal claims and compensation
Whistleblowing:	what is whistleblowing? Employer's responsibilities, dealing with disclosure, potential liabilities
Introduction to unfair dismissal law:	avoiding unfair dismissal claims, ACAS code of practice
Performance & conduct management & disciplinaries:	setting performance and conduct expectations, performance and conduct procedural steps, performance and conduct outcomes and sanctions, tricky disciplinary issues
Absence management & mental health:	managing absence fairly, managing the return to work, using medical reports, reasonable adjustments
Grievances:	informal and formal procedures, investigations, hearings and appeals, thorny issues
Ending the employment relationship:	protected and "without prejudice" conversations, settlement agreements

"Torque Law's no-nonsense approach to training builds confidence and has given our team the tools they need to manage the day-to-day challenges in this ever-changing field."

Managing Director, Ellis Patents

BOOKING

Cost: £450.00 + VAT per person

If you would like to reserve any places for 14 November 2024, or arrange for this course (in full or in part) to be delivered in-house for your team, please call **01904 437680** or email info@torquelaw.com with your requirements.

It pays to strengthen your position with our employment law training.