



# ***Employment Law***

## **Aims**

This course is for anyone who want brought up to date with the Do's and Don'ts of Employment Law and current legislation

## **Objectives**

*By the end of this course you will be able to*

- Understand the Employment Law circle
- Understand the importance of talking 'advice' and the implications of not 'taking advice'.
- Understand how Employment Law 'works' in terms of Employment Tribunals
- Understand the difference between Discipline and Conduct
- Know the rules in 'Data Protection'
- Realise the implications of Equal Opportunities, Workplace Discrimination and Harassment in the workplace
- Deal with Maternity/Paternity issues effectively
- Deal with Absenteeism
- Be aware of any new developments in Employment Legislation

## **Who Should Attend**

All managers, supervisors who manage staff or anyone involved with employee issues.

**Duration**                      1-day

The above outline offers a basic overview of what can be covered. Our law tutor will be happy to discuss in more detail and tailor a course to reflect your companies' needs and objectives.