

Employment Law Updates

INTRODUCTION

Designed for Personnel, HR Specialists, Managers, Supervisors and Trade Union Representatives. This course is designed to enable participants to understand the legislative framework for employment in the UK and the areas of law which may affect their decision or place their organisation or themselves at risk of failure to comply.

COURSE OBJECTIVES

By the end of the course, delegates will have:

- **Identified** the main areas of UK employment law, which affects their organisation and its employees.
- **Reviewed** current legislation, recent changes and action to be taken
- **Reviewed** a range of decided cases, which help to put the legislative framework into content.
- **Reviewed** Employment Protection and discrimination issues
- **An awareness** of how the European dimension affects UK employment law.
- **Reviewed** their own organisation's current practises against the areas covered in the programme and identified any issues for attention.

COURSE DURATION: 1 Day Course

COURSE CONTENTS

Update on up-coming changes in employment law

Contracts of Employment

Written terms and conditions and time frames
Stated and implied terms
Implications for interviewing and making an offer

Employment Protection

Understanding the difference between unfair dismissal, automatic unfair dismissal, constructive dismissal and wrongful dismissal
National Minimum and living wage payment of overtime and commission etc for holiday pay
Working time directive
Following policy and procedure – Disciplinary Procedure and ACAS code of practice

Protection from Discrimination

Equality Act and 9 protected Characteristics
Understand indirect and direct discrimination,
Difference between bullying, harassment and victimisation

Rights to Information

Access to medical reports and records
GDPR – recording, storing, sharing and disposal of personal data

Personal Development Action Plans

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