

Employment Law and HR Training

Half day training sessions

We have five exciting half day employment law courses to offer on the following topics. All our courses can be delivered at your premises or in our offices to suit your business needs.



Discrimination, diversity and inclusion

Do you want a workplace culture where everyone feels welcome, respected, empowered, and valued, regardless of their background, culture or characteristics?

Aimed at HR and people managers this training course will equip you with the tools to understand equity, diversity and inclusion and provide you with handy practical tips on how to create a more inclusive and diverse workplace. The course also explains the different types of unlawful discrimination as well as how to spot and avoid these in practice.

The training will cover the following topics:

- Equity, diversity and inclusion – what is it and why it is important
- Implementing E, D&I – common mistakes and misconceptions
- Discrimination – types of discrimination and practical ways to minimise risk
- Disability – identifying disability and the duty to make reasonable adjustments



Performance management and difficult conversations

Do you want to empower your managers to drive high expectations and increase productivity? Do you want to create a workplace where managers have the confidence to have difficult conversations in a positive and constructive way?

Performance management is an important part of any business, as it helps to ensure that employees are meeting their full potential. Aimed at managers and HR professionals, this training will utilise case studies and group discussion to equip managers with the practical skills needed to set expectations, provide feedback, and taking corrective action so that performance is actively managed.

The training will cover the following topics:

- The importance of actively managing performance
- Incapability as a fair reason for dismissal
- Performance management – conducting a fair process and dealing with common tricky issues
- Difficult conversations – practical tips for getting results and minimising legal risk

Difficult conversations are a part of life, but they can be especially challenging in the workplace. These conversations can be about performance, behaviour, or other sensitive topics. It is important to know how to have these conversations in a way that is respectful and productive.



Conducting successful disciplinary and grievance investigations

Do you want to give your managers the confidence to be able to conduct thorough and objective disciplinary and grievance processes?

Disciplinary and grievance investigations are an important part of any workplace. If they are done well, they help to ensure that employees are treated fairly, that any allegations of misconduct or unfair treatment are investigated thoroughly so that the risk of Employment Tribunal claims is reduced. Aimed at managers and HR professionals this training will take a practical approach to workplace investigations so that managers understand how to conduct a thorough investigation which reaches a fair outcome.

The training will cover the following topics:

- Misconduct – identifying potential misconduct and starting an investigation
- Disciplinary investigations – conducting a fair investigation and dealing with common tricky issues
- Grievances – identifying a grievance and undertaking a successful investigation
- Disciplinary and grievance investigations – practical tips to minimise legal risk

“I genuinely found this course extremely useful and coming into the session with no HR training I now feel like I have a good base of knowledge which will help me on a regular basis. I’ve been on other courses which in my opinion dragged on unnecessarily but I thought the course content was concise.”



Preventing sexual harassment in the workplace

Do you want to equip your employees and managers with the confidence to address and prevent sexual harassment, ensuring compliance with legal standards and promoting a culture of dignity and respect?

2024 saw the introduction of legislation requiring employers to take reasonable steps to prevent sexual harassment in the workplace. Training employees and managers will form an essential part of such steps.

Our expert-led and comprehensive course is designed to empower employees and managers with the knowledge and tools to foster a respectful and safe working environment.

The training will cover the following topics:

- Bystander Intervention – Learn the importance of ‘seeing something and saying something’ to disrupt harassment
- Legal Framework – Understand the implications of the Equality Act 2010 and how it protects against workplace harassment
- Practical Scenarios – Engage with real-life situations to better grasp the nuances of sexual harassment and appropriate responses
- Protecting Your Organisation – Discover the consequences of harassment for individuals and the wider organisation, and how to handle complaints effectively

Two day course

We also have the following more in-depth two-day Employment Law for HR course to offer.



Employment law for HR

Employment law is complex and continuously evolving. This is the legal background to all the decisions that managers and HR professionals make every day. It is therefore crucial for all organisations to understand the fundamentals of employment law and keep up to date with the latest developments so that they can make informed decisions which keep legal risk to a minimum. Aimed at managers and HR professionals this training will give a good understanding of the fundamentals of employment law.

The training will cover the following topics:

- Employment contracts and HR policies – legal compliance and tailoring procedures for your organisation
- Recruitment and employment status – lawful recruitment and getting employment status right
- Flexible working and managing sickness absence – legal requirements and practical tips
- Data privacy in HR – lawful processing and resolving common data protection issues.

Other training courses that we offer:

- Mental health, stress & wellbeing at work
- Anti-bribery & corruption
- Family leave – rights & responsibilities
- UK GDPR
- Whistleblowing

This is not an exhaustive list, and we are happy to discuss other topics with you.

If you would like more information or a quote on any of the training we can provide to your management and staff, please get in touch with a member of the [Freeths Employment Team](#).

Awards and accreditations

