

# Training and Support for your HR teams and Managers

Please find below a list of the topics on which we can provide employment law training to your team.

## 1. A – Z of Employment Law

- Employment contracts
- Worker status
- Employment rights
- Equality Act
- Whistleblowing
- Unfair dismissal
- References

## 2. Equality and Diversity

- The Equality Act
- Positive action
- Public Sector Equality Duty

## 3. Recruitment & selection

- Avoiding claims of discrimination and unfair processes
- Positive action

## 4. Atypical workers

- Temporary workers and fixed term contracts
- Agency workers including the Agency Workers Regulations 2010
- Bank workers – pros and cons, dos and don'ts
- Term time workers

## 5. Working Time

- Holiday and holiday pay
- Working Time Regulations – the basics

## 6. Bullying and harassment

- The legal framework
- Avoiding, addressing and investigating complaints

## 7. Managing sickness absence

- Equality Act considerations
- Reasonable adjustments
- Unfair dismissal
- Staff with mental health conditions

## 8. MHPS

- The basics
- Categorising the issues - capability, conduct and SOSR
- Exclusion
- Hot spots
- Tips for investigators
- Hearings

## 9. Disciplinary proceedings

- Suspension
- Investigation
- Chairing a hearing
- Appeal hearings
- 'Just and learning culture'

## 10. Grievance procedures and responding to grievances

- Investigation
- Chairing a hearing
- Appeal hearings

## 11. Employment Tribunal workshop

- The process
- Preparing witnesses
- Preparation for the hearing
- The judgment and remedy
- Mock Tribunals
- Settlement

## 12. Handling effective investigations

- Challenges for investigators
- Gathering evidence
- Interviewing witnesses
- Writing the report: dos and don'ts

## 13. Immigration

- Post BREXIT and the Settled Status Scheme
- Points-based system
- Right to work issues

#### 14. Industrial action

- Ballots
- Picketing
- Contingency planning: practical tips

#### 15. Organisational change

- Changing employees' terms and conditions
- Managing redundancy processes effectively
- TUPE transfers: key tips and strategies
- Collaborative workforces

#### 16. Redundancy issues

- Identifying a redundancy situation
- Consultation
- Selection criteria including Regulation 10 for those on maternity leave
- Redundancy payments and benefits
- Suitable alternative employment

#### 17. TUPE

- Issues arising when staff transfer in and out, including case law update
- Pension issues
- Harmonising terms and condition post-transfer

#### 18. Violence in the workplace

- Obligations on employers
- Vicarious liability
- Options to tackle violence and the balance of rights

#### 19. Social media in the workplace

- Concerns
- Recent case law
- Policies

#### 20. Work and family issues

- Maternity leave
- Paternity leave
- Shared parental leave
- Flexible working
- Remote working

#### 21. Whistleblowing

- Elements of the claim
- Burden of proof
- Whistleblowing in the NHS

#### 22. Transgender

- The legal framework
- Employment issues
- Best practice

#### 23. Menopause

- Understanding menopause
- Applicable employment law
- How to be a menopause friendly employer

#### 24. Neurodiversity

- Meaning of neurodiversity
- Benefits of an inclusive culture
- Disability discrimination
- Reasonable adjustments
- Culture change

#### 25. Compassionate case work

- Managing expectations and risks
- Just culture
- Compassionate casework in practice

#### 26. Sexual safety at work

- The legal framework
- How to create a safe workplace
- What to do when a concern is reported

#### 27. Freedom of expression in the workplace

- How the case law has evolved
- Balancing the right to free speech with rights under the Equality Act
- Conduct and the move towards dealing with incivility
- Practical steps to reduce risks

#### 28. The Employment Rights Act 2025

- Background
- What will change and when
- Likely impact
- How to prepare for change

## PAST EVENTS

- **Mediations - the way forward, virtually**  
This webinar discusses how mediation can help you resolve disputes at crucial times to allow you to focus on your business. Click [here](#) to watch.
- **Mock employment tribunal**  
The employment team at Capsticks and Devereux Chambers discuss the changes we have seen in how ET hearings are now working in practice. Click [here](#) to watch.
- **Mock remedy hearing**  
Following on from the mock employment tribunal, the employment team at Capsticks and Devereux Chambers provide a real life guide for HR professionals and any other staff who may be involved in tribunal proceedings. Click [here](#) to watch.
- **What actually happens in a mediation: a step by step guide**  
Our teams provides expert and practical guidance on mediation to understand how it can help you resolve disputes at crucial times. Click [here](#) to watch.
- **Information governance and employment law issues in the workplace**  
A joint session by our clinical law and employment law experts, tailored for those working in or with an interest in information governance, to discuss key themes, and hot topics arising from data protection issues in the workplace. Click [here](#) to watch.
- **Mock employment tribunal**  
The employment teams at Capsticks and Devereux Chambers will provide a real life guide to hearings based on a race discrimination claim. Click [here](#) to watch.
- **Sexual safety in the workplace (3 July 2024)**  
Our speakers explore the practical steps employers can take to create a safe workplace, to empower staff, managers, leaders and HR teams to report and respond effectively to concerns raised and how to achieve a positive culture change. Click [here](#) to watch
- **Mock Employment Tribunal (25 September 2024)**  
Following on from our webinar on 3 July 2024, we continue with the theme of 'sexual safety in the workplace' in an unfair dismissal case brought by a claimant dismissed for gross misconduct after anonymous allegations of sexual harassment against

them were upheld by a disciplinary hearing panel. Click [here](#) to watch.

## ON-DEMAND WEBINARS

To watch our most recent on-demand webinars, click [here](#).

## UPCOMING EVENTS

Details of all our upcoming events, and how to book a place, can be found [here](#).

## PODCASTS

For our latest podcasts, click below:

- [Maintaining High Professional Standards in the Modern NHS](#)
- [10 Years in Less Than 10 Minutes](#)

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