

## EMPLOYMENT LAW COURSE

### OBJECTIVE AND OVERVIEW

- To provide students with in-depth practical and legal knowledge of Employment Law.

### BENEFITS

- A combination of tutor-led classroom based training with the added benefit of flexi-learning;
- Provides essential skills and in-depth legal knowledge of a specialized area of law; &
- Enhances existing skills and knowledge within Employment Law.

### CONTENT

- Employment Law 1 – An introduction to Employment Law
  - Employees contrasted with independent contractors
  - The terms of the contract of employment
  - Termination of employment
  - Unfair dismissal
  - Redundancy
- Employment Law 2 – The Law and the Employee
  - Equal pay
  - Discrimination
  - Health and Safety
  - Maternity rights
  - Adoption leave and pay
  - Flexible working for parents
  - The national minimum wage
  - The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE)
  - The Working Time Regulations 1998
  - Authorised deductions from wages
  - Time off work
  - Procedure for bringing a claim before an employment tribunal
- Essentials of Application & procedure (Practical sessions)

## Employment Law Course cont'd

### FORMAT AND OUTCOME

This course considers the development and characteristics of the modern employment relationship.

As Employment law is heavily influenced by the EU and social policy, their impact on the growth of this dynamic area is also considered.

It explores the rules that have developed to distinguish an employee from other workers, the formation of the contract of employment, terms of a contract of employment, the consequences of a breach of the contract of employment and the available remedies.

Furthermore, the course examines the law regulating claims for wrongful dismissal, unfair dismissal, statutory redundancy, and covers the statutory rights of individual employees such as protection from different forms of discrimination.

A Certificate is issued on successful completion

### DATES AND DURATION

Course schedules and start dates are published online at [www.souterstraining.com](http://www.souterstraining.com).

Souters legal courses are available on either distance learning, or on a blended learning basis.

Therefore, students are not required to attend the College on a day-to-day basis, but are able to study within the comfort of their homes. Thus, having the flexibility to juggle a busy lifestyle together with their studies.

Furthermore, the advantages of our blended learning mode of study enables students to benefit from the invaluable guidance of a tutor. This means that students are not only able to have a tutor to guide them, but are also entitled to meet with their tutor on a one-to-one basis where necessary.

Our legal modules can be undertaken as a single unit or combined with other courses i.e. in order to be upgraded to a Legal Secretary Diploma qualification.

## Employment Law Course cont'd

### WHAT DO I NEED TO JOIN, WHO IS THIS COURSE FOR?

Students are required to have a good level of the English language, as well as good IT skills (especially in MS Office Word). However, these can be trained elsewhere in our curriculum if needed.

Furthermore, our Law modules are suitable for a wide range of students:

- Students whom have successfully completed (or have booked onto) our Legal Secretary Course and intending to upgrade to our Diploma programme;
- Students interested in gaining in-depth knowledge in a specific area of law;
- Support staff;
- Paralegals; or
- Secretarial students whom are hoping to expand on their career opportunities.

For course cost please see booking page for this course at [www.souterstraining.com](http://www.souterstraining.com)