IPI Academy

MANAGEMENT forum



Presented by
Management Forum

Successfully Managing Disciplinary and Dismissals Procedures for Line Managers

Understand how to professionally, legally and sensitively manage disciplinary procedures and get to grips with the differences between fair and unfair dismissals.

Format:
Bespoke training

CPD:
6 hours for your records (depending on your requirements)

Certificate of completion

Course overview

Dismissing an employee is never pleasant, but unfortunately it is something that many managers will need to face at some time in their career. Are you up to date with the latest best practice and procedures?

It is essential to approach dismissals correctly and for managers to handle these sensitive issues professionally, legally and consistently to avoid a successful unfair dismissal claim.

For a dismissal to be fair there must be a fair procedure, a fair reason and the decision to dismiss must be within the range of reasonable responses. In this webinar we work through these three requirements.

The course explores what a fair procedure is and by referring to the *Acas Code of Practice: Disciplinary and Grievance Procedures* the expert trainer will explain what is required of the employer.

The programme then looks at the five potentially fair reasons for dismissal (we will not explore redundancy in detail in this webinar, given that it is a separate and specific procedure) and then ask what the 'range of reasonable responses' means.

Throughout the course the trainer will refer to cases that have come to the courts, looking at why they resulted in a fair or unfair dismissal decision. Referring to these real-life cases will help embed the learning.

There will also be plenty of time during the course to ask your questions of the expert trainer and get answers to your specific situations.

Benefits of attending

By attending this event you will:

- **Understand** what constitutes a fair dismissal process
- **Get to grips** with the five potentially fair reasons for dismissal
- **Learn** how to deal effectively with sickness and dismissal
- **Explore** what might go wrong in the process and how to deal with it
- **Expand** your knowledge of pre-termination negotiations
- **Consider** your approach to settlement agreements

Who should attend?

This online workshop is for all people managers and professionals who have leadership responsibilities. It is designed for those who want to understand how to deal with disciplinary procedures successfully and acquire the knowledge to avoid unfair dismissal claims.

Run this programme in-house for your whole team

Coming to IPI Academy for your in-house training provides an all-inclusive service which gives you access to a wide variety of content, learning platforms and delivery mechanisms as well as your own personal training adviser who will work with you from the initial enquiry through to feedback and follow-up after the programme.

With over 600 trainers, all practitioners and experts across a huge range of fields, we can provide the training you need, where you need it, when you need it, and at a price which suits your budget. Our approach to tailored learning and development consists of designing and delivering the appropriate solution for each client.

For your FREE consultation and to find out more about how we can work with you to solve your training needs, please contact our training advisers:



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IPI Academy

IPI Academy is a training initiative of Falconbury and Management Forum; leading providers of industry training for over 30 years, based in the UK.

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