

Managing Disciplinaries

Being asked to chair a disciplinary hearing can be extremely intimidating for a manager, knowing that you will be having several difficult conversations and understanding that it could end with you having to give evidence in front of a Tribunal. This course aims to give managers the confidence to deal with disciplinaries effectively, but most importantly reasonably.

We will look at the disciplinary manager's role, the key risk areas and the importance of getting the detail right from hearing through to the outcome letter.

Course Content

- Where investigations end and disciplinaries begin: the importance of the dividing line
- Understanding the law relating to disciplinary dismissals
- What does a robust disciplinary procedure look like?
- Understanding the role of the disciplinary manager and HR's supporting role
- Looking at tricky problems we have seen disciplinary manager's face
- Social media, criminal conduct, and other unique conduct issues
- Mitigation and deciding upon the sanction to apply
- What must be included in an effective outcome letter?
- A look at case study examples: what lessons can be learnt from case law

Course Details

Course duration	½ day
Max delegates	12

For prices and dates please get in touch:

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