



Full Employment Service for Employers

If you have staff **we can help you...**

As an employer you have to abide by the law. Employment is a fast-moving and ever-changing area of law. We work in partnership with our clients to ensure that they stay on top of new developments and help them manage risk in a cost effective way.

If you are properly advised and informed you can prevent most employment problems and deal with those you could not avoid efficiently and economically.

We will:

- Explain the law
- Tell you how best to comply with the law
- Advise you what your best options are
- Prepare the correct documents
- Protect your position
- Get it right

Proper people management is an essential part of most businesses. As well as keeping you up to date, we can help you with:

- Contracts of employment, staff handbooks, policies and procedures
- Appraisals and employment practice
- Performance management
- Safety provisions
- Management of stress, sickness and injury in the workplace
- Redundancy
- Dismissal
- Avoiding discrimination
- Settlement agreements
- Recruitment

In the event of a claim we will support you through the whole process and consider the benefits of conciliation and mediation as an alternative means of resolving a dispute if appropriate.

We offer a complete service for our employer clients.

We want to ensure that you:

- Have in place all the documents, policies and procedures necessary to let you effectively manage your staff.
- Have the know-how to prevent staffing issues escalating and ending up as claims in the Employment Tribunal.
- Can obtain advice as and when you need it.

We can offer employers a fixed fee package to include:

- A free employment law audit
- Implementation of documentation, policies and procedures and updates
- Ongoing advice

In addition, we can identify areas where you and your managers and staff require training and offer cost effective training solutions together with reduced hourly rates for advice on other employment matters.

For more information please contact

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