

MASTERCLASS SERIES

Mitigating Unfair Dismissal Claims

Overview

This interactive program will provide participants with an understanding of the key points combined with the spirit and intent of procedural fairness when terminating an employee.

Participants will gain an understanding of the importance of having systems and policies in place (and adhering to them) when managing non-performance, disciplining or terminating an employee.

Participants will also gain an insight into FairWork considerations, checklists and Small Business Fair Dismissal Code.

Designed for

Business Owners or Managers

Program Duration: Half day (9am to 1pm)

Max Participants: 6

Investment: \$395.00 plus GST

Content

Topics addressed include:

Procedural Fairness;

- Key principles of Procedural fairness
- Summary Dismissal - Misconduct
- Termination of Employment – Non-Performance

Relevant Policies, Procedures and Systems;

- Ensuring policies and procedures are in place for managing Non-Performance, Misconduct, Disciplinary Action and Termination of Employment
- Identifying a compliant and robust processes
- Comparing your actions to your documented policies and procedures

Fairwork;

- Small Business Fair Dismissal Code
- Harsh, unjust and unreasonable dismissal
- Procedural Fairness checklist

Learning outcomes

At the conclusion of the workshop participants should:

- Understand the importance of setting themselves and their team up for success
- Understand the importance of implementing and adhering to a performance management system
- Be more confident when taking informal measures to address non-performance
- Have a greater understanding of the processes involved in formally managing non-performance
- Be able to prepare and deliver a formal discussion and articulate the consequences of ongoing non-performance
- Understand the importance of documenting all aspects of the process
- Understand steps to mitigate unfair dismissal claims

BOOK NOW Register at www.eastcoasthr.com.au