



Shropshire HR Training

Handling Workplace Disciplinary Matters with Confidence

Course Duration

3.5 hours - face-to-face workshop

Cost: £75

Course Overview

Undertaking workplace disciplinary procedures in a fair and reasonable way is crucial to reaching sound decisions and preventing costly claims.

This workshop will support managers to develop understanding and gain confidence in managing disciplinary matters safely and effectively.

- Roles and responsibilities
- Types of misconduct
- Suspension
- Addressing conduct outside of workplace
- Disciplinary sanctions
- Basic principles of employment law
- Costs and consequences of getting things wrong

Who is this course for?

This course is for managers, supervisors or team leaders, who want to develop understanding and gain confidence in managing disciplinary matters safely and effectively.

It's suitable for those new to people management or managers who want a refresher and update on good practice.

Booking

Please email shropshirehr@shropshire.gov.uk for further information and to book your place.

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