



Independent
Association of
Prep Schools

N72: Employment law overview

Date Wednesday 17 November 2021
Venue Online
Cost £125 (non IAPS members – additional £50)

This course is delivered by Emilie Darwin, IAPS Director of membership services, who has 15 years' experience practising as an employment lawyer advising independent schools. Delegates will explore various legal areas, looking at case studies to consolidate understanding of the concepts and processes within a school setting, as well as top tips and common pitfalls.

The course is aimed at those responsible for managing staff and involved in overseeing or dealing with these processes who are not from an HR background.

Audience Heads and Deputy Heads

Objectives To get a basic understanding of some of the key employment principles that arise as part of daily life in an independent school.

**Course Director
& Presenter** Emilie Darwin, IAPS Director of membership services

Programme: Wednesday 17 November 2021

- 0915** Registration and welcome
- 0930** Session One: Disciplinary and grievance processes, use of probationary periods and dismissal in first two years of employment
- 1100** Break
- 1120** Session Two: Discrimination overview, dealing with flexible working requests
- 1200** Session Three: Managing poor performance and ill health
- 1300** Course ends

Terms and conditions of cancellation: If a delegate cancels his or her application up to and including 4 weeks prior to the date a refund of 75% of the fee will be given; 50% of the fee will be refunded up to and including 2 weeks prior to the date; thereafter, IAPS regrets that no refund can be made.

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Insurance: IAPS regrets that it cannot accept liability for loss or damage however caused to the personal property of any person attending this or any other event organised under the auspices of the Association.

IAPS Bishop's House, Artemis Drive, Tachbrook Park, Warwick, CV34 6UD
E courses@iaps.uk t +44 (0)1926 887833 w iaps.uk