

DIPLOMA CENTRE

Diploma in Employment Law



MODULE 1: INTRODUCTION TO EMPLOYMENT LAW

SESSION 1	TIME	DELIVERY
Friday 23 September 2022	11:00am – 3:45pm	Online
<p>1 Introduction to Employment Law: An overview of current and emerging trends in the practice of employment law.</p> <p>2 Workplace Relations Act 2015: General overview of the developments and reform since enactment of the 2015 Act.</p> <p>3 Forums & Redress: Introduction to various forums available to employees to give context to employee related issues during the course of employment.</p> <p>4 Policies & Procedures in the Workplace: Introduction to fair procedures with an emphasis on employee related issues. 4 hrs. Gen. & 1 hr. M&PD CPD</p>		

SESSION 2	TIME	DELIVERY
Saturday 24 September 2022	10:00am – 2:45pm	Online
<p>1 Recruitment & Status of Workers: Status and pre-contract issues encountered by employees</p> <p>2 Contract of Employment I: Implied terms of contract by way of statute or common law, terms implied by the constitution, custom and practice</p> <p>3 Contract of Employment II: Express contractual terms.</p> <p>4 Contract III: Restrictive covenants – identifying the scope and applicability of restrictive covenants, drafting advices for the practitioner. 4hrs. Gen. CPD</p>		

MODULE 2: WORKERS & ALLOWANCES

SESSION 3	TIME	DELIVERY
Friday 21 October 2022	11:00pm – 3:30pm	Online
<p>1 The Atypical Worker I: Employing young persons, job-sharers, part- and fixed-term workers.</p> <p>2 The Atypical Worker II: Legislation and case law applicable to engaging agency staff and the obligations</p> <p>3 Pay & Benefits: Legislative provisions applicable to remuneration including the minimum wage.</p> <p>4 Pensions: An overview of the legislative provisions in relation to pensions including employers' requirements in relation to Personal Retirement Savings Accounts (PRSAs). 5 hrs. Gen. CPD</p>		

SESSION 4	TIME	DELIVERY
Saturday 22 October 2022	10:00am – 4.30pm	Online
<p>1 Data Protection in the Workplace: Workplace privacy and the protections available to employees.</p> <p>2 Working Time Act 1997: Applying this Act including a review of the key protections and applicable case law arising from the act.</p> <p>3 Statutory Leave: Maternity leave, adoptive leave, parental leave, parent's leave, carer's leave, force majeure, sick leave and recent updates.</p> <p>4 Workshop 1 Contract of Employment, Worker Status, Recruitment 4 hrs. Gen. & 1 hr. M&PD CPD</p>		

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MODULE 3: RIGHTS OF THE WORKER (PART 1)

SESSION 5

TIME

DELIVERY

Friday 18 November 2022

11:00am – 3:30pm

Online

- 1 Equality in the Workplace I:** *Employment Equality Acts 1998 – 2015* and the nine grounds of discrimination.
- 2 Equality in the Workplace II:** Disability and age discrimination.
- 3 Bullying & Harassment:** Review of stress and bullying/harassment in the workplace with a look at the *Equal Status Act* from the point of view of the employer.
- 4 Age Discrimination:** Looking at compulsory retirement ages and the possibility of age discrimination.
4 hrs. Gen. CPD

SESSION 6

TIME

DELIVERY

Saturday 19 November 2022

10:00am – 3.30pm

Online

- 1 Employer Insolvency:** Issues arising out of an insolvency process.
- 2 Mediation:** Engagement with mediation in employment law.
- 3 Health & Safety:** A review of the *Safety, Health & Welfare at Work Act 2005* including risk assessments, safety statements, employer and employee obligations.
- 4 Workshop 2** Equality in the Workplace, Bullying and Harassment and Health and Safety

4 hrs. Gen. CPD & 1 hr. M&PD CPD

MODULE 4: REMOTE WORKING & RIGHTS OF THE WORKER (PART 2)

SESSION 7

TIME

DELIVERY

Friday 02 December 2022

10am-1pm

Online

- 1 Right to Request Remote Work Bill 2022:** A review of the right to request remote working bill, Having a written policy in place, submitting a request, responding to a request, business grounds for declining a request, employer responsibilities, employee responsibilities when working from home, right of appeal to the WRC, anti-penalisation request.
- 2 Right to Disconnect:** An overview of the Code of Practice on the Right to Disconnect, what employers need to know, employee obligations under the Code.

SESSION 8

TIME

DELIVERY

Saturday 03 December 2022

10am

Online

- 1 EU Work-Life Balance Directive:** Work Life Balance and Miscellaneous Provisions Bill 2022
Key changes for businesses and employees.
- 2 Gender Pay Gap Information Act 2021:** Reporting requirements for organisations
Timeframes.
- 3 Workshop 3:** A look at problem-based scenarios dealing with issues from topics in Module 4

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MODULE 5: RESOLUTIONS

SESSION 9

TIME

DELIVERY

Friday 20 January 2023

11:00am – 4:35pm

Online

- 1 **Trade Disputes and Industrial Relations I:** Procedures of trade disputes, right of association/dissociation and trade union immunity.
- 2 **Trade Disputes and Industrial Relations II:** The *Industrial Relations Acts* and developments since the Ryanair case.
- 3 **Notice and Dismissal I:** Notice periods; unfair dismissal; wrongful dismissal; fair procedures.
- 4 **Notice and Dismissal II:** Conducting an unfair dismissal case.
- 5 **Grievance & Disciplinary Procedure:** Application of the procedures available in the workplace.
5 hrs. Gen. CPD

SESSION 10

TIME

DELIVERY

Saturday 21 January 2023

10:00am – 3.00pm

Online

- 1 **Whistleblowing:** *Protected Disclosures Act* and the *Criminal Justice Act* and how they affect employees, a review of the The Protected Disclosures (Amendment) Bill 2022,
- 2 **Injunctions:** Balance of convenience; fair issue; adequate remedies; alternative remedies.

Workshop 4 Trade Disputes, Whistleblowing and Injunctions

4 hrs. Gen. & 1 hr. M&PD CPD

MODULE 6: ISSUES WHEN LEAVING WORK

SESSION 11

TIME

DELIVERY

Friday 24 February 2023

11:00am – 4:30pm

Online

- 1 **GDPR in the Employment Context**
- 2 **Transfer of Undertaking Regulations:** General overview of the operations and applications of the regulations.
- 3 **Severance Packages:** Issues and considerations arising when negotiating severance packages including tax complications.
- 4 **Social Media in the Workplace:** Uses and abuses of social media in the workplace.
- 5 **Redundancy I & II:** Obligations imposed; statutory rights; minimum standards; collective redundancies; employee information; consultation and contractual rights.
- 6 **Redundancy I & II: Pre-recorded lecture**

4 hrs. Gen. CPD

SESSION 12

TIME

DELIVERY

Saturday 25 February 2023

10:00am – 1.00pm

Onsite

- 1 **Workshop 5:**
Exam Preparation Workshop

2 hrs. Gen. & 1.5 hr. M&PD CPD

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EXAM DATE: Saturday 01 April 2023

Please note that topics & dates may be subject to change. Draft timetable as of September 2022

* Gen = General, M&PD = Management and Professional Development, Reg = Regulatory and eLearning = eLearning CPD credits. **CPD**

Note: The number of hours of CPD that you may claim in relation to your diploma/certificate course will depend on the way in which you access each of the individual sessions. For further information please visit the course homepage on our website:

www.lawsociety.ie/diplomacentre