

# DIPLOMA CENTRE

## Diploma in Employment Law



### MODULE 1: INTRODUCTION TO EMPLOYMENT LAW

SESSION 1	TIME	DELIVERY
Friday 29 September 2023	11:00am – 3:30pm	Online
<b>1 Introduction to Employment Law:</b> An overview of current and emerging trends in the practice of employment law.		
<b>2 Workplace Relations Act 2015:</b> General overview of the developments and reform since enactment of the 2015 Act.		
<b>3 Forums &amp; Redress:</b> Introduction to various forums available to employees to give context to employee related issues during the course of employment.		
<b>4 Policies &amp; Procedures in the Workplace:</b> Introduction to fair procedures with an emphasis on employee related issues.		
4 hrs. Gen. & 1 hr. M&PD CPD		

SESSION 2	TIME	DELIVERY
Saturday 30 September 2023	10:00am – 3.00pm	Online
<b>1 Recruitment &amp; Status of Workers:</b> Status and pre-contract issues encountered by employees		
<b>2 Contract of Employment I:</b> Implied terms of contract by way of statute or common law, terms implied by the constitution, custom and practice		
<b>3 Contract of Employment II:</b> Express contractual terms.		
<b>4 Contract III:</b> Restrictive covenants – identifying the scope and applicability of restrictive covenants, drafting advices for the practitioner.		
4hrs. Gen. CPD		

### MODULE 2: WORKERS & ALLOWANCES

SESSION 3	TIME	DELIVERY
Friday 20 October 2023	11:00pm – 3:30pm	Online
<b>1 The Atypical Worker I:</b> Employing young persons, job-sharers, part- and fixed-term workers.		
<b>2 The Atypical Worker II:</b> Legislation and case law applicable to engaging agency staff and the obligations		
<b>3 Pay &amp; Benefits:</b> Legislative provisions applicable to remuneration including the minimum wage.		
<b>4 Pensions:</b> 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		

SESSION 4	TIME	DELIVERY
Saturday 21 October 2023	10:00am – 3.30pm	Onsite
<b>1 Data Protection in the Workplace:</b> Workplace privacy and the protections available to employees.		
<b>2 Working Time Act 1997:</b> Applying this Act including a review of the key protections and applicable case law arising from the act.		
<b>3 Statutory Leave:</b> Maternity leave, adoptive leave, parental leave, parent's leave, carer's leave, force majeure, sick leave and recent updates. <b>Pre-record</b>		

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#### 4 **Workshop 1** Contract of Employment, Worker Status, Recruitment

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

### MODULE 3: RIGHTS OF THE WORKER (PART 1)

#### SESSION 5

#### TIME

#### DELIVERY

Friday 17 November 2023

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 18 November 2023

10:00am – 2.30pm

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 12 January 2024

11am-12noon

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.

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SESSION 8	TIME	DELIVERY
<b>Saturday 13 January 2024</b>	<b>10am-11.15am</b>	<b>Online</b>
<b>1 EU Work-Life Balance Directive:</b> Work Life Balance and Miscellaneous Provisions Bill 2022 Key changes for businesses and employees.		
<b>2 Gender Pay Gap Information Act 2021:</b> Reporting requirements for organisations Timeframes.		
<b>4 hrs. Gen. CPD &amp; 1 hr. M&amp;PD CPD</b>		

### MODULE 5: RESOLUTIONS

SESSION 9	TIME	DELIVERY
<b>Friday 09 February 2024</b>	<b>09:45am – 3:30pm</b>	<b>Online</b>
<b>1 Whistleblowing:</b> <i>Protected Disclosures Act</i> and the <i>Criminal Justice Act</i> and how they affect employees, a review of the <i>The Protected Disclosures (Amendment) Bill 2022</i> ,		
<b>2 Trade Disputes and Industrial Relations II:</b> The <i>Industrial Relations Acts</i> and developments since the Ryanair case.		
<b>3 Notice and Dismissal I:</b> Notice periods; unfair dismissal; wrongful dismissal; fair procedures.		
<b>4 Notice and Dismissal II:</b> Conducting an unfair dismissal case.		
<b>5 Grievance &amp; Disciplinary Procedure:</b> Application of the procedures available in the workplace.		
<b>4 hrs. Gen. CPD</b>		

SESSION 10	TIME	DELIVERY
<b>Saturday 10 February 2024</b>	<b>10:00am – 3:00pm</b>	<b>Online</b>
<b>1 Trade Disputes and Industrial Relations I:</b> Procedures of trade disputes, right of association/dissociation and trade union immunity.		
<b>2 Injunctions:</b> Balance of convenience; fair issue; adequate remedies; alternative remedies.		

**Workshop 3** Trade Disputes, Whistleblowing and Injunctions

**2 hrs. Gen. & 1 hr. M&PD CPD**

### MODULE 6: ISSUES WHEN LEAVING WORK

SESSION 11	TIME	DELIVERY
<b>Friday 08 March 2024</b>	<b>11:00am – 3:30pm</b>	<b>Online</b>
<b>1 GDPR in the Employment Context</b>		
<b>2 Transfer of Undertaking Regulations:</b> General overview of the operations and applications of the regulations.		
<b>3 Severance Packages:</b> Issues and considerations arising when negotiating severance packages including tax complications.		
<b>4 Redundancy I &amp; II:</b> Obligations imposed; statutory rights; minimum standards; collective redundancies; employee information; consultation and contractual rights.		
<b>5 Redundancy I &amp; II: Pre-recorded lecture</b>		

**5 hrs. Gen. CPD**

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SESSION 12	TIME	DELIVERY
Saturday 09 March 2024	10:00am – 3.30pm	Onsite

1 **Lecture 1: Social Media in the Workplace:** Uses and abuses of social media in the workplace.

2 **Workshop 4:**  
**Exam Preparation Workshop**

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

**EXAM DATE: 13 April 2024**

**Please note that topics & dates may be subject to change. Draft timetable as of June 2023**

\* 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](http://www.lawsociety.ie/diplomacentre)