

# DIPLOMA CENTRE

## Diploma in Employment Law



### MODULE 1: INTRODUCTION TO EMPLOYMENT LAW

#### SESSION 1

#### TIME

#### DELIVERY

Friday 20 September 2024

10:00am – 3:30pm

Online

- 1 Introduction to Employment Law:** An overview of current and emerging trends in the practice of employment law.
- 2 Workplace Relations Act 2015:** General overview of the developments and reform since enactment of the 2015 Act.
- 3 Forums & Redress:** Introduction to various forums available to employees to give context to employee related issues during the course of employment.
- 4 Policies & Procedures in the Workplace:** Introduction to fair procedures with an emphasis on employee related issues.

3 hrs. CPD & 1 hr. M&PD CPD

#### SESSION 2

#### TIME

#### DELIVERY

Saturday 21 September 2024

10:00am – 3.00pm

Online

- 1 Recruitment & Status of Workers:** Status and pre-contract issues encountered by employees.
- 2 Contract of Employment I:** Implied terms of contract by way of statute or common law, terms implied by the constitution, custom and practice.
- 3 Contract of Employment II:** Express contractual terms.
- 4 Contract of Employment III:** Restrictive covenants – identifying the scope and applicability of restrictive covenants, drafting advices for the practitioner.

4hrs. CPD

### MODULE 2: WORKERS & ALLOWANCES

#### SESSION 3

#### TIME

#### DELIVERY

Friday 18 October 2024

10:00am – 3:30pm

Online

- 1 The Atypical Worker I:** Employing young persons, job-sharers, part- and fixed-term workers.
- 2 The Atypical Worker II:** Legislation and case law applicable to engaging agency staff and the obligations. *Maeve Regan, Solicitor*
- 3 Pay & Benefits:** Legislative provisions applicable to remuneration including the minimum wage.
- 4 Pensions:** An overview of the legislative provisions in relation to pensions including employers' requirements in relation to Personal Retirement Savings Accounts (PRSAs).

4 hrs. CPD

#### SESSION 4

#### TIME

#### DELIVERY

Saturday 19 October 2024

10:00am – 3.30pm

Onsite

- 1 Data Protection in the Workplace:** Workplace privacy and the protections available to employees. *Cathal McGreal, Barrister*
- 2 Working Time Act 1997:** Applying this Act including a review of the key protections and applicable case law arising from the act.

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**3 Statutory Leave:** Maternity leave, adoptive leave, parental leave, parent's leave, carer's leave, force majeure, sick leave and recent updates. **Online Release Only**

**4 Workshop 1** Contract of Employment, Worker Status, Recruitment. **Onsite attendance required as workshop will not be recorded.**

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

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

SESSION 5	TIME	DELIVERY
Friday 8 November 2024	10:00am – 3:30pm	Online

- 1 Equality in the Workplace II:** Disability and age discrimination.
- 2 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.
- 3 Age Discrimination:** Looking at compulsory retirement ages and the possibility of age discrimination.
- 4 Health & Safety:** A review of the *Safety, Health & Welfare at Work Act 2005* including risk assessments, safety statements, employer and employee obligations.

**5 hrs. CPD**

SESSION 6	TIME	DELIVERY
Saturday 9 November 2024	10:00am – 3.30pm	Online

- 1 Equality in the Workplace I:** *Employment Equality Acts 1998 – 2015* and the nine grounds of discrimination.
- 2 Employer Insolvency:** Issues arising out of an insolvency process.
- 3 Mediation:** Engagement with mediation in employment law.

**4 Workshop 2** Equality in the Workplace, Bullying and Harassment and Health and Safety.

**3 hrs. CPD & 1 hr. M&PD CPD**

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

SESSION 7	TIME	DELIVERY
Friday 10 January 2025	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. **Wendy Doyle, Principal, Wendy Doyle Solicitors**
- 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. **Wendy Doyle, Principal, Wendy Doyle Solicitors**  
**1hrs. CPD**

# DIPLOMA CENTRE

## Diploma in Employment Law



SESSION 8	TIME	DELIVERY
<b>Saturday 11 January 2025</b>	<b>Pre-record</b>	<b>Pre-record</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>1hrs. CPD</b>		

MODULE 5: RESOLUTIONS		
SESSION 9	TIME	DELIVERY
<b>Friday 07 February 2025</b>	<b>10:00am – 4pm</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 Injunctions:</b> Balance of convenience; fair issue; adequate remedies; alternative remedies.		
<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>5 hrs. CPD</b>		

SESSION 10	TIME	DELIVERY
<b>Saturday 8 February 2025</b>	<b>10am – 4pm</b>	<b>Onsite</b>
<b>1 Trade Disputes and Industrial Relations I:</b> Procedures of trade disputes, right of association/dissociation and trade union immunity.		
<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 II (Part 2)</b> Notice periods; unfair dismissal; wrongful dismissal; fair procedures.		
<b>4 Workshop 3</b> Trade Disputes, Whistleblowing and Injunctions. . <b>Onsite attendance required as workshop will not be recorded.</b>		

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

# DIPLOMA CENTRE

## Diploma in Employment Law



### MODULE 6: ISSUES WHEN LEAVING WORK

#### SESSION 11

#### TIME

#### DELIVERY

Friday 07 March 2025

10:00am – 3:30pm

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.

**Redundancy I & II:** Obligations imposed; statutory rights; minimum standards; collective

4 redundancies; employee information; consultation and contractual rights.

**Redundancy I & II:** **Online Release Only**

5

5 hrs. CPD

#### SESSION 12

#### TIME

#### DELIVERY

Saturday 08 March 2025

10:00am – 3.30pm

Onsite

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

**Workshop 4: Onsite attendance required as workshop will not be webcast**

2 **Exam Preparation Workshop**

4hrs. & 1 hr. M&PD CPD

**EXAM DATE: Saturday 12 April 2025**

Please note that topics & dates may be subject to change. Draft timetable as of March 2024

\* 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)