

DIPLOMA CENTRE

Diploma in Employment Law



MODULE 1: INTRODUCTION TO EMPLOYMENT LAW

SESSION 1	TIME	DELIVERY
Friday 11 February 2022	12:00pm – 4:30pm	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.		

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

SESSION 2	TIME	DELIVERY
Saturday 12 February 2022	11:00am – 3.30pm	Online
1 Recruitment & Status of Workers: Status and pre-contract issues encountered by employees including		
2 Contract of Employment I: Implied terms of contract by way of statute or common law.		
3 Contract of Employment II: Express contractual terms.		
4 Contract III: 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 11 March 2022	12:00pm – 4:30pm	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		
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).		

5 hrs. Gen. CPD

SESSION 4	TIME	DELIVERY
Saturday 12 March 2022	10:00am – 4.30pm	Online
1 Data Protection in the Workplace: Workplace privacy and the protections available to employees.		
2 Working Time Act 1997: Applying this Act including a review of the key protections and applicable case law arising from the act.		
3 Statutory Leave: Maternity leave, adoptive leave, parental leave, carer's leave, force majeure, sick leave.		
4 Workshop 1 Contract of Employment, Worker Status, Recruitment		

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

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MODULE 3: RIGHTS OF THE WORKER

SESSION 5

TIME

DELIVERY

Friday 25 March 2022

12:00pm – 4:30pm

Online

- 1 Equality in the Workplace I:** *Employment Equality Acts 1998 – 2012* 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 26 March 2022

10:00am – 3.15pm

Online

- 1 Health & Safety:** A review of the *Safety, Health & Welfare at Work Act 2005* including risk assessments, safety statements, employer and employee obligations.
- 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
4 hrs. Gen. CPD & 1 hr. M&PD CPD

MODULE 4: RESOLUTIONS

SESSION 7

TIME

DELIVERY

Friday 22 April 2022

12:00pm – 5:30pm

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 8

TIME

DELIVERY

Saturday 23 April 2022

10:00am – 3.30pm

Online

- 1 Whistleblowing:** *Protected Disclosures Act* and the *Criminal Justice Act* and how they affect employees.
- 2 Injunctions:** Balance of convenience; fair issue; adequate remedies; alternative remedies.
Workshop 3 Trade Disputes, Whistleblowing and Injunctions

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

MODULE 5: ISSUES WHEN LEAVING WORK

SESSION 9

TIME

DELIVERY

Friday 20 May 2022

11:00am – 5:00pm

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:**

4 hrs. Gen. CPD

SESSION 10

TIME

DELIVERY

Saturday 21 May 2022

10:00am – 1.00pm

Online

- 1 **Workshop 4** Trade Disputes, Whistleblowing and Injunctions

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

EXAM DATE: 09 JULY 2022

Please note that topics & dates may be subject to change. Draft timetable as of December 2021

* 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