

Discipline and Grievance (half day-afternoon session) with Liz Granato

Thursday 29th March, 219 St John Street, London, EC1V 4LY

Introduction

Having clearly defined disciplinary and grievance procedures offers clarity and reassurance to both employees and employers if disputes arise. Disputes in the workplace can be time consuming, but if policies and procedures are inadequate or not followed they may also become costly and damaging.

This course will help participants understand the rights and obligations of parties during disputes, how to implement or improve procedures, and how statutory rights and obligations might affect your organisation.

Session outline

This session will cover

- What discipline and grievance means
- What a procedure should look like
- How to introduce a procedure
- How to operate a procedure

There will also be an opportunity to discuss any current issues facing your organisation.

Timetable

Registration	13.30
Start Time	14.00
Approximate End Time	17.00

Refreshments provided

Trainer profile



Liz Granato has many years experience in ELT schools as a teacher and an academic manager. Later as centre director, she managed the student services, particularly welfare and accommodation, on both adult and junior programmes. Liz is now an inspector with the British Council and also a life coach.

Contact:

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