

 #oeHR

HR & Employment Law in Education 2019

A comprehensive legal update, with interactive mock scenarios and clear guidance on managing absence and simplifying contracts

oeego.co/HR19

Expert speakers include:

Dai Durbridge

Partner, Browne Jacobson LLP

Naseem Nabi

Partner, Veale Wasbrough Vizards LLP

Peter Woodhouse

Partner, Stone King LLP



KEY BENEFITS

MOCK SCENARIOS

Interactive roleplay scenarios tackling difficult conversations

LEGAL UPDATE

Updates on employment law, case law and what to expect in the future

MANAGE ABSENCE

Address persistent short-term absence and control long-term sickness

Supported by:


education advisors





From writing contracts and managing absence to conducting restructures and wrestling with the GDPR. HR in education is a complex and challenging one, fraught with worries of compliance and changes to employment law.

This event, alongside a complete review of employment law this year and beyond, will help you stay compliant when having difficult conversations, managing absence and conducting both informal and formal procedures effectively.

Hear from three of the biggest education law firms in the UK on this year's case law, approaching these difficult conversations effectively, as well as successfully marketing your school when searching for the right talent.

Why should I attend this event?

- **Sickness & absence:** know how to tackle short-term and long-term absence, formulate a robust absence policy and understand when and how to escalate.
- **Manage contracts:** understand the dos and don'ts when changing and harmonising contracts.
- **Staff wellbeing:** create a culture of positive mental health to reduce absence and improve retention.
- **The GDPR:** dispel concerns around the GDPR, review practice and ensure compliance.

Who should attend?

- Headteachers and Principals
- Heads of HR and HR Managers
- Finance Directors and Chief Finance Officers
- School Business Managers
- Deputy and Assistant Headteachers
- Trustees and Governors

"Excellent and very informative. Lots of food for thought. Will certainly be coming back next year!"

HR MANAGER, KINGSTON UPON THAMES

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SPEAKERS



Dai Durbridge (Chair)
Partner, Browne Jacobson LLP

Dai specialises in advising schools and academies on all pastoral education issues, including admissions, exclusions, parental complaints, use of force and searching pupils. A recognised safeguarding expert, he regularly supports schools on complex safeguarding issues, including handling disclosures of abuse, managing allegations against staff and parental consent.



Naseem Nabi
Partner, Veale Wasbrough Vizards LLP

With over 10 years' experience of the education sector and having spent most of her career advising education sector clients, Naseem has a real understanding and passion for the sector. She has particular expertise in acquisitions & mergers and associated TUPE issues, restructuring and redundancy. Naseem is well versed in tackling sensitive staffing and incident management issues in a pragmatic and commercial way.



Peter Woodhouse
Partner, Stone King LLP

Peter is a partner in the employment team at Stone King. Over the years, he has acted for numerous education clients in the maintained and independent sectors, both as advocate in the employment tribunal and as adviser in non-contentious matters.



Emma Hughes
Head of HR Services, Browne Jacobson LLP

Emma manages the team responsible for providing HR consultancy services to a range of clients. Emma has extensive experience of the education sector having previously been HR Director for a large academy trust. Emma takes a pro-active approach with clients and is responsible for managing the operational lead on HR Services.



Caitlin Anniss
HR Consultant, Narrow Quay HR of VWW

Caitlin specialises in HR and leads Narrow Quay HR Consultancy with Sarah Martin. She has experience working with a range of clients on all aspects of HR and employment law, including disciplinary and grievances, redundancies, discrimination, and consultation exercises.



Sarah Martin,
HR Consultant, Narrow Quay HR of VWW

Sarah has worked as a lawyer and HR consultant for five years, most recently as an associate. She now specialises in HR support and leads Narrow Quay HR Consultancy along with Caitlin Anniss. Examples of the HR support Sarah can provide includes day to day support with employee relations issues, on-site support at disciplinary or grievance hearings, conducting investigations and providing on-site support with projects work such as restructuring or changes to terms and conditions.

09:00 – 09:40 Registration and refreshments

09:40 – 10:10 **Welcome and opening keynote**
Dai Durbridge, Partner, Browne Jacobson LLP

10:10 – 10:40 **Employment law in education:** a round-up of the latest in education law with a preview of what is on the horizon
Employment law update
Naseem Nabi, Partner, Veale Wasbrough Vizards LLP

10:40 – 11:10 **Case by case:** lessons from the top 6 most significant cases this year in employment law
Case law
Peter Woodhouse, Partner, Stone King

11:10 – 11:20 Questions

11:20 – 11:50 Morning refreshments

11:50 – 12:40 Streamed Sessions 1

1A: Short-term absence

Strategies for dealing with persistent short-term absence and poor punctuality and knowing when and how to escalate

Read our nine strategies for reducing short-term absence

Naseem Nabi, Partner, Veale Wasbrough Vizards LLP

1B: Long-term absence

Address long-term absence and sickness, ensure engagement with absence policy and know when and how to escalate

Sarah Martin, HR Consultant, Narrow Quay HR of VWV

1C: Contracts management

Simplify your contracts arrangement in school and understand what legal implications you need to be aware of when changing existing contracts

Peter Woodhouse, Partner, Stone King

1D: Restructure strategy

Stop the endless reorganisation and make restructuring future-proof through long-term planning, exploring case studies and sharing best practice

Take away our 10 step guide to carrying out a compliant restructure

Emma Hughes, Head of HR Services, Browne Jacobson LLP

12:40 – 13:40 Lunch

13:40 – 14:20 **Handling difficult conversations:** practical guidance that will support you in handling and structuring difficult conversations, including a live demonstration with plenty of audience interaction
Interactive scenario
Dai Durbridge, Partner, Browne Jacobson LLP
Emma Hughes, Head of HR Services, Browne Jacobson LLP

14:20 - 14:40 Afternoon refreshments

14:40 – 15:30 **Managing whistleblowing:** hear where employers can get it wrong and ensure that you get it right if the whistle is blown in your organisation, with live acted conversations and audience engagement
Live conversations
Ian Deakin, Associate, Browne Jacobson LLP

15:30 - 16:20 Streamed Sessions 2

2A: Staff mental health

Improve your wellbeing offer and promote a positive mental health culture to tackle absence, improve retention and build your school brand

Read our guide to creating a resilient workplace

2B: The GDPR

Update on the GDPR implementation a year on from its introduction. Gain clear guidance on the GDPR compliance to limit risk and the fear of long-term accountability

Dai Durbridge, Partner, Browne Jacobson LLP

2C: Recruitment

Understand what marketing tools are at your disposal to make the most of your recruitment budget

Emma Hughes, Head of HR Services, Browne Jacobson LLP

2D: Disciplinary

Learn how best to tackle disciplinary procedures addressing issues of conduct and know when to implement the formal disciplinary process

Sarah Martin, HR Consultant, Narrow Quay HR of VWV

16:20 Conference close

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Easy Ways to Register

1. Book online and receive instant confirmation: oego.co/HR19
 2. Email: conference.bookings@optimus-education.com
 3. Questions: call us on 0845 450 6404
- Please see oego.co/TandCs for our subscriptions, cancellations and refund policy

Pricing

| Prices | Book before 04/02/2019 | Book after 04/02/2019 |
|--------------|--|-----------------------|
| Primary | £269 + VAT | £299 + VAT |
| Secondary | £349 + VAT | £379 + VAT |
| LAs | £399 + VAT | £429 + VAT |
| Others | £429 + VAT | £459 + VAT |
| Premium Plus | You could attend this conference as part of your Premium Plus package. For further information, please contact your Account Manager. | |

If you do not fit into one of the above categories, please contact us on 0845 450 6404 or email oe.conferences@optimus-education.com

4 steps for effective HR management and compliant practice

1

Before
the day

Create your account at oego.co/Delegate and gain access to pre-event reading and resources

PLUS

- Access our guide to responding to subject access requests.
- Gain access to our model policy for conduct and grievance.
- Find out how staff probation periods can support recruitment and retention.

2

During
the day

Have your burning questions answered by our experts and outstanding practitioners

PLUS

- Discuss challenges with peers and build up a network of support.
- Select targeted workshops to suit your specific needs.

3

After
the day

Log in at oego.co/HR19Resources and access post event resources from the day

PLUS

- Download speaker presentations and share these with colleagues.
- Read guidance on keeping in touch with absent employees and managing the return to work.
- Gain access to our guide on carrying out a compliant restructure.

4

Share
across your school

Gain access to our courses on coaching and tackling staff underperformance*.

*Access to download and deliver training modules for Premium and Premium Plus members only. Get in touch to find out more about the benefits of becoming an Optimus Education Premium Plus member.