

HR Pathways Continuous Professional Development Programme

Pathway One of our HR Pathways CPD Programme is led by Senior HR Consultant **Gill Martindale** who specialises in providing strategic and commercial HR advice to the education sector. Gill will make use of HR professionals and other experts, including safeguarding lead, **Dai Durbridge**, and Employment Partner, **Ian Deakin**.

Our course will equip you with the skills, knowledge and confidence needed to proactively manage employees in accordance with best practice and the law. Delivered via Zoom the interactive and engaging course provides 20 hours of contact time and is limited to 30 delegates per cohort.

Pathway One: Agenda

8 March 2023 - 10am-12 noon Getting People Management Right: <ul style="list-style-type: none">• Understanding people management• The role of the line manager• Managing disciplinary and grievance issues• Handling difficult conversations	10 May 2023 - 10am-12 noon Effective and Proactive Absence Management: <ul style="list-style-type: none">• Why managing absence is vital• Tools and techniques for effective and proactive absence management• Addressing disability and pregnancy related absences
15 March 2023 - 10am-12 noon High Quality Recruitment and Onboarding: <ul style="list-style-type: none">• Safer recruitment - getting it right• Fair recruitment - equality & diversity• Importance of induction and onboarding• Proactive probation management	17 May 2023 - 10am-12 noon Hearings and Investigations: <ul style="list-style-type: none">• Investigations - tips, techniques and pitfalls• Understanding the Acas Code and GuideHearings - roles, process and quality
22 March 2023 - 10am-11am <ul style="list-style-type: none">• One-hour learning consolidation and free-form Q&A	24 May 2023 - 10am-11am <ul style="list-style-type: none">• One-hour learning consolidation and free-form Q&A
19 April 2023 - 10am-12 noon Driving Performance Management: <ul style="list-style-type: none">• Managing performance via the appraisal process• Linking performance to pay• When issues arise - moving to a capability process	7 June 2023 - 10am-12 noon Strategic People Management: <ul style="list-style-type: none">• Using fixed term and temporary contracts• Top tips for managing restructures• Contract variations• Drafting and implementing policy changes
26 April 2023 - 10am-12 noon Leading Safeguarding with Dai Durbridge: <ul style="list-style-type: none">• Lead by example and supporting your DSL• Identify and manage safeguarding trends• Promoting strong safeguarding compliance and knowledge transfer	14 June 2023 - 10am-12 noon Bold HR management with Ian Deakin: <ul style="list-style-type: none">• Terminating employment• Assessing and balancing risk• Risk -v- reward• Managing the bigger picture
3 May 2023 - 10am-11am <ul style="list-style-type: none">• One-hour learning consolidation and free-form Q&A	21 June 2023 - 10am-11am <ul style="list-style-type: none">• One-hour learning consolidation and free-form Q&A