

Employers

Being the best you can be

Do you sometimes feel a little overwhelmed with what seems like an employment law minefield? Here are a few top tips to help you...



Points to consider

1

Create employment contracts

It's a good idea because it means both you and your employees will clearly understand the terms of employment, rights and duties. They don't need to be reams of paper with lots of legal jargon.

2

Write a proper staff handbook

It's an essential guide to working for you. It welcomes people into the business and sets out your essential policies and procedures – such as for discipline, grievance, sickness and holiday.

3

Follow your procedures

You're under a duty to follow grievance or disciplinary procedures, even if it's difficult to face up to employee problems. It shouldn't just be a tick box exercise – it encourages communication and helps avoid disruption at work or employment termination.

4

Consider employees if you're buying or selling your business

It's a legal requirement that employees are transferred with a business sale and their contracts are protected. But it's not always what the new owner wants, especially if the business will be owner operated. Inform and consult your employees and take professional advice.

5

Keep your people happy

A happy workforce contributes greatly to the success of your business and, ultimately, means you'll be a happy employer.

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