
Tips for Employing People

- Contracts of employment
 - As an employer you are required by law to give written statements to all employees who have been in your employment for at least one month
 - Full and Part-time workers have the same employment rights

- Working Time Directive
 - Holidays – all members of staff are entitled to paid holiday
 - Maximum 48 hours per week
 - Rest periods

- Paying Staff
 - Minimum wage
 - Pay Statements
 - Statutory Sick Pay, Statutory Maternity/Paternity Pay

- Discrimination
 - It is illegal to discriminate against people on the grounds of sex, marriage, race, colour, nationality, ethnic or national origins, disability, sexual orientation or religion/religious belief, and age

- Dismissing an employee
 - Reasons for dismissal
 - Statutory Procedures

- Employment Tribunals
 - Members of staff can take an employer to an employment tribunal if they feel that they have been unfairly treated.

