

ENHANCED WORKPLACE INVESTIGATIONS

COURSE INFORMATION

Unfair dismissal claims cost an average of between £10,000-£20,000 but can exceed £100,000 for discrimination cases. Legal fees and settlements costs can escalate to £50,000. Poorly conducted investigations lead to a loss of productivity, significant reputational damage both internally and externally with the potential for additional regulatory fines that may be issued.

The course will follow a tailored case study relevant to your organisation. Delegates will be expected to make and record decisions during the training. It will culminate with the cross-examination of a delegate focussing on how the investigation was conducted.

Our workplace investigations training courses are created to be bespoke to your organisation, embedding your organisations policies and guidance throughout.

AUDIENCE

This course has been designed for those with investigative experience and those conducting complex/high-risk investigations.

COURSE LENGTH AND DELIVERY METHODS

The course is four-days in length. It is suggested that this course is delivered in person to maximise impact and learning opportunities, however it can be delivered virtually if required by your organisation.

COURSE OBJECTIVES

By the end of this course, participants will be able to:

- Reflect on investigation challenges and confidence.
- Understand the importance of ethics, decision making and recording.
- Know policy guidance and definitions.
- Undertake initial responses, risk assessments and management of reports.
- Consider trauma and its effect on memory and decision making.
- Manage multiple and/or complex complaints.
- Define terms of reference and investigation plans.
- Develop timelines for investigations.
- Know how to manage exhibits and continuity.
- Undertake successful interviews in compliance with the PEACE model of interviewing.
- Consider how to deal with third party involvement.
- Draw evidential conclusions and understand the balance of probabilities.

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