

Employers Federation Winter/Spring 2026 Public Training Events



Tuesday
13
JANUARY

JANUARY 2026

Absence Management: Effectively Managing Short Term and Long Term Absence

🕒 9.30am – 1.00pm

👤 **Members £255pp + VAT**

👤 **Non-Members £295pp + VAT**



This course will upskill managers and increase their confidence to effectively manage both short and long-term absence. It will provide practical guidance on the procedural and legal issues involved, while helping managers to navigate sensitive and confidential conversations about different health and medical issues.

Thursday
22
JANUARY

JANUARY 2026

Effective Case Management of Complex Grievances (discrimination and non-discrimination cases)

🕒 9.30am – 4.30pm

👤 **Members £325pp + VAT**

👤 **Non-Members £395pp + VAT**



Handling grievances is one of the most sensitive and high-stakes areas of HR practice. This highly practical one day course is tailored to equip HR professionals with the skills, tools and confidence to oversee and manage complex grievances processes from start to finish. Covering the full process from receiving and assessing a complaint, through to investigations, hearings and appeals participants will gain practical strategies to ensure cases are handled fairly, consistently and in line with best practice.

Tuesday
03
FEBRUARY

FEBRUARY 2026

Employment Tribunal Claims: A Practical Guide to the Tribunal Process and HR's Role in Preparing and Presenting the Organisation's Defence

🕒 9.30am – 4.30pm

👤 **Members £325pp + VAT**

👤 **Non-Members £395pp + VAT**



Defending an Employment Tribunal Claim is one of the most challenging responsibilities for any Organisation. The process can be time-consuming and costly if not managed effectively. This highly practical course will be led by an experienced Solicitor / Tribunal Advocate. Participants will be walked through the full lifecycle of a Tribunal claim giving them a clear understanding of how Tribunals operate, what to expect at each stage of the process, and the vital role HR plays in supporting legal representatives, preparing documentation and presenting the Organisation's defence.

Wednesday
04
and

Thursday
05
FEBRUARY

FEBRUARY 2026

HR Skills Masterclass

🕒 9.30am – 4.30pm

👤 **Members £475pp + VAT**

👤 **Non-Members £525pp + VAT**



Our incredibly popular course has been updated for 2026.

This course is designed to upskill and build the confidence of HR personnel who are new to the role or who want to re-visit the fundamentals of HR practice. Delivered over 2 days it will help to equip attendees with the skills to manage a range of people issues, and to effectively advise and guide managers, in line with the law and internal HR policies and procedures.

Tuesday
17
FEBRUARY

JANUARY 2026

Managing Performance

🕒 9.30am – 1.00pm

👤 **Members £255pp + VAT**

👤 **Non-Members £295pp + VAT**



Managing performance is one of the most important responsibilities of a manager. Our course is aimed at building the confidence and capability of line managers and supervisors to set clear expectations, provide constructive feedback and address performance concerns promptly. Using practical case studies participants will learn how to conduct probationary reviews, deliver effective one to ones and hold constructive and supportive conversations with underperforming team members.

Wednesday
11
MARCH

MARCH 2026

Creating Safer Workplaces: Identifying, Preventing, and Responding to Sexual Harassment

🕒 9.30am – 4.30pm

👤 **Members £325pp + VAT**

👤 **Non-Members £395pp + VAT**



Following our HR-focussed sexual harassment training in 2025, the role of the manager was identified as key in effectively addressing workplace sexual harassment. Regular training of managers is important and through this course we will teach managers (and also the HR personnel who support them) how to identify the full spectrum of behaviours that constitute sexual harassment, respond effectively to concerns they identify or are reported to them, and conduct sensitive conversations.

Wednesday
25
MARCH

MARCH 2026

Negotiation and Influencing Skills – delivered by Enda Young, founder and CEO of the Centre for Negotiation and Leadership

🕒 9.30am – 4.30pm

👤 **£495pp + VAT**



This course was sold out in October 2025 with excellent feedback from those who attended.

This course is designed for all HR staff, managers and leaders who want to improve their everyday negotiation and influencing skills.

By the end of this programme, participants will be able to: understand core negotiation principles; develop effective communication skills; identify and manage conflict; enhance influencing techniques; plan and structure negotiations; and build confidence in negotiation situations.

Wednesday
22
and
Thursday
23
APRIL

APRIL 2026

Employment Essentials for Managers

🕒 9.30am – 4.30pm

👤 **Members £475pp + VAT**

👤 **Non-Members £525pp + VAT**



Redesigned for 2026, this is our go-to course for team leaders and line managers who want to enhance their practical working knowledge of employment law and essential management skills, including how to handle the practical and difficult conversations that can arise.

Over 2 days we cover: absence management; effective performance management; investigations and discipline; and dealing with harassment and bullying.