



# QQI - Course Profile Sheet



<b>COURSE TITLE: Employment Law</b>		<b>COURSE CODE: 6N4322</b>
<b>NQF Level: 6</b>	<b>Credit Value: 15</b>	<b>Category of Award: Minor</b>
<b>Course Duration:</b>	<b>6 days</b>	
<b>Entry Criteria:</b>	To access this award the learner should have reached the standards of knowledge, skill and competence associated with level 5 of the National Framework of Qualifications. This may have been achieved through a formal qualification or through relevant life and work experience.	
<b>Course Outcomes: By the end of this training course you will:</b>		
<ol style="list-style-type: none"> <li>1. Apply a comprehensive range of skills and tools to the contract of employment within the context of well-defined scenarios for a range of employee categories, including terms and conditions, pay and pension, termination, dismissal, leave and duties.</li> <li>2. Evaluate the roles played by employment legislation and institutions to work against discrimination and harassment in the workplace.</li> <li>3. Understand the legal significance of Human Resource grievance and disciplinary policies and procedures within the context of dispute resolution strategies.</li> <li>4. Respond to the impact of Data Protection and Freedom of Information Acts in the management and maintenance of employee information in the workplace from the point of view of the employer.</li> <li>5. Investigate and outline the legislative framework for health, safety and welfare at work regulations with which employers and employees are legally required to comply.</li> <li>6. Evaluate the role and function of labour relations institutions and trade unions and the legal procedures of redress which apply under employment law.</li> <li>7. Assess the impact of a particular principle of employment law in a chosen vocational area based on specific case law.</li> </ol>		
<b>Assessment Format:</b>	Assignment 60% Examination - Theory 40%	
<b>Progression Options:</b>	Successful completion of this component award enables the learner to transfer to programmes leading to other certificates where this component is a mandatory or an elective requirement.	
<b>Policy on Reasonable Accommodation:</b>	If you as a learner are aware of any challenge that may prevent you from succeeding on this programme of learning please be aware that you may apply for 'reasonable accommodation' as part of our policy on Fair and Consistent assessment of learners Section 6:4. In most cases we are in a position to offer a reasonable accommodation remedy at no extra cost to the learner. In some instances, a fee may be applied. Applications for reasonable accommodations are examined on a case by case basis as no two learning challenges are the same. In instances where a fee would need to be applied the learner would be notified in advance.	
<b>English Language Proficiency:</b>	This course is delivered and assessed in English and is suited to learners with a language proficiency ranging from CEFR B2 – C2. If you are unsure about your level of language proficiency, we will provide a simple English language assessment for your convenience.	
<b>Additional Charges:</b>	<p>We make every effort to ensure that all services associated with your course fall within the course fees as advertised. Other services that learners may need to avail of but fall outside of the course fees are:</p> <ul style="list-style-type: none"> <li>• Late Submission/Extension fees - €60</li> <li>• Resubmission of assessment for remarking €40 (1<sup>st</sup> Assignment) &amp; €20 (all subsequent assignments).</li> <li>• Tutorials 75€ per hour.</li> <li>• Please see learner handbook page 40 for more information and exemptions.</li> </ul>	

For Further information on this course contact our office on 051 385720 or email [Jim@newlinkstraining.com](mailto:Jim@newlinkstraining.com)