

contentious & non-contentious  
**employment**law

[www.rixandkay.co.uk](http://www.rixandkay.co.uk)

Working Together





*'Your rights and responsibilities in the workplace are set out in a huge body of employment law. And whether you're an employer or an employee, we're here to help make it work for you.' ....*



# People

**Employment law is the fastest-growing area of legislation, affecting virtually every aspect of life within the workplace. But it's not just a set of rules for 'hiring and firing': it's about protecting rights, and defining responsibilities, so that businesses, and the people who work in them, can work harmoniously.**



## A vital resource

Large companies often have Human Resources departments to keep abreast of the latest developments in employment law. But in many smaller businesses, there isn't a dedicated person or team you can go to for help or information on your rights and responsibilities.

Through our specialist teams, we can assist HR departments, and provide employment law and HR advice to smaller businesses. If you're taking on staff for the first time, we'll help you put the necessary agreements, policies and procedures in place, then ensure they keep pace as your business expands. And if you're an employee, you can come to us for independent, confidential legal advice any time you need it.

*That's where we come in*



the team | **Miranda Martin** | Bruce Hayter | Valli Morison

# Matter

## Right from the start

We'll assist with drafting employee handbooks, drawing up contracts and other agreements, and developing policies such as health and safety, equal opportunities, grievance and disciplinary policies and vehicle policies. Having these in place ensures everyone knows exactly where they stand from Day One, helping to prevent many common employment issues from becoming problem areas later on.

## Growing responsibilities

Taking over or merging with another business can leave management and staff facing big, sometimes life-changing

issues like relocation, recruitment or redundancy. We'll provide expert, independent advice to safeguard the interests of both employers and employees, and ensure a fair outcome for all involved.

## Selling your business

If you are selling your business, we can provide you with the legal support needed to make sure you comply with current employment law legislation.

## Fighting your corner

Having a dispute referred to an employment tribunal is becoming increasingly common, with applications up 15% last year alone.

Whether you're bringing or defending a claim for example an unfair or constructive dismissal, age, sexual or racial discrimination, or any other, we'll be alongside you all the way.

As an employer, you can subscribe to our pre-planned insurance-backed scheme, which could cover your business against any potential employment tribunal damages, for added peace of mind.

## Keeping you informed

We hold regular employment law seminars for businesses of all types and sizes – or if you prefer, we can arrange bespoke, internal sessions for you and your staff. And for a small monthly fee, you can have access to our exclusive telephone helpline for immediate advice on any employment law issues. We also update your contracts and handbooks whenever new legislation is brought in.

## On your side all the way

Our Employment Law team take a hands-on, practical view of the law. What's more, our broad range of expertise within the firm means we're able to bring in our specialists in other areas of law as and when required.

As one of the region's largest legal firms, we have first-hand experience of running a substantial and fast-growing business, which means we face the same challenges you do.

**For more information, please contact the employment team on:**

**Tel: 01825 761555**

**e-mail: [uckfield@rixandkay.co.uk](mailto:uckfield@rixandkay.co.uk)**

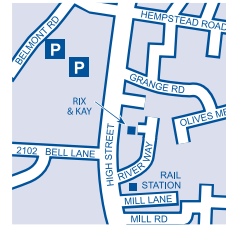
**web site: [www.rixandkay.co.uk](http://www.rixandkay.co.uk)**

*People are your biggest investment, and  
greatest asset. At Rix & Kay we'll help you  
gain the best possible return.*

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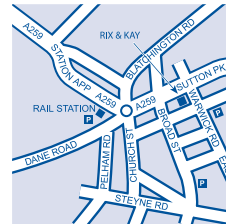
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