



# Training at Les Cotils

We are delighted to share details of our upcoming course...

## **Training for Small Businesses Managing Sickness and Absence in the Workplace Friday 9<sup>th</sup> March 2018**

This event considers the management of both short and longer term sickness absence. There will be a review of the real reasons people absent themselves from work. The course will cover how to devise a plan to maximise attendance and how to help those who are absent return to work.

The course will go on to cover how to handle the unfortunate scenario where an employee is no longer capable of doing their job due to sickness; this includes formal procedures that may be required.

### **Course Details**

This course runs from 08:30 - 10:00 and costs £20 per person.

### **Course Providers**

Les Cotils, in partnership with ACAS, and Management Training Consultant Paul Beard, are offering a range of courses, aimed at small businesses.

To book, please call Vanessa Marsh on 727793 or contact Vanessa via email on [Ness@lescotils.com](mailto:Ness@lescotils.com).

The costs for this course are payable at the time of booking.



/LesCotils

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