



Training at Les Cotils

Managing Absence/Attendance & Ill Health

Tuesday 20th November 2018

Course Outline

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 17:30 - 19:00 and costs £25 per person.

Course Providers

Les Cotils, in partnership with ACAS, 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.

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

Your support of Les Cotils enables us to invest back into the local community.



/LesCotils

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