



BACKHOUSE SOLICITORS



Employment Law Protection Packages

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An expert, fixed fee service protecting your business against employment disputes

As a business owner you will be well aware of the ever increasing volume of employment regulation coupled to increased employee awareness of their legal rights. Following the abolition of Employment Tribunal Fees, employers now face a steady rise in the number of employment claims being submitted to the Employment Tribunal Service.

You need the reassurance of expert advice to minimise the potential for costly employment disputes and to meet that need we have introduced our Backhouse HR and Employment Law Protect service.

This fixed price service will help you avoid employment disputes by ensuring your business meets the best standards of employment practice and procedures. We will provide the documentation and policies you need and our legally qualified team are on hand to give advice to you by phone or email with a speedy response to your questions.

Unlike many of our competitors we **guarantee** that you won't be dealing with a call centre. All of our staff are legally qualified and you can rest assured that you are dealing with a specialist, professionally regulated and fully insured firm of solicitors.

“Flexible Options”
You only pay for what you need

All businesses are different, so we offer two packages, both of which can be tailored with add-ons to fit your needs

OUR STANDARD PACKAGE

Includes:

- ✔ Telephone and email advice for up to ten hours per year
- ✔ A standard employment handbook, policies and contract of employment for your business to keep you on the right side of the law
- ✔ An annual meeting with you to discuss your business's employment law needs
- ✔ A quarterly "speed read" bulletin to keep you up to date on employment law changes in an easily digested format

Standard package fee

Number of Employees in your Business	Annual Cost (fixed fee ex. VAT)
1-15	£1,060
16-50	£2,310
51-100	£3,310
100+	Contact us for a tailored quotation

These prices are based on the number of employees in your organisation and a minimum cover period of two years. The cost can either be paid annually in advance, or spread over monthly instalments for your convenience at no extra cost.

OUR PREMIUM PACKAGE

Includes:

- ✔ **Unlimited telephone and email advice per year**
- ✔ **An employment handbook, policies and contract of employment tailored specifically to your business**
- ✔ **Where necessary and reasonable, preparation of letters and documents for you**
- ✔ **Your choice of either three meetings with you a year to discuss your business's employment needs, or two meetings with you and one training session for you/your staff on employment law issues**
- ✔ **A quarterly "speed read" bulletin to keep you up to date on employment law changes in an easily digested format**

Premium package fee

Number of Employees in your Business	Annual Cost (fixed fee ex. VAT)
1-15	£2,060
16-50	£4,560
51-100	£6,560
100+	Contact us for a tailored quotation

These prices are based on the number of employees in your organisation and a minimum cover period of two years. The cost can either be paid annually in advance, or spread over monthly instalments for your convenience at no extra cost.

Your Choice of Add-Ons

The fixed packages will be all most businesses need each year. If however you require additional features for extra peace of mind, we can provide add-ons to meet your needs.

Defending Tribunal Claims

The standard and premium packages do not include preparation or representation in Employment Tribunal claims as this may never be needed. If it is, we will agree fixed prices for all of the preparation and negotiation work. The cost of representation in the Tribunal will always be agreed in advance and will depend on the level of seniority needed – we can provide anyone from a trainee solicitor up to a senior barrister, but will keep things in-house where possible to save you money.

Legal Expenses Insurance

If you would like complete peace of mind, we have partnered with Albion Legal Protection to offer an insurance policy which you can add to the Standard and Premium packages. For a very reasonable premium (based on your number of employees and annual wage bill) this will cover your legal costs and most Tribunal awards and settlements up to a limit of your choice (from £50,000 to £1,000,000) in the event of an employee bringing a Tribunal claim. Speak to us for more details on pricing and the qualifying terms and conditions.

Staff Training

The Premium package includes a staff training session each year, however you may wish to hold more regular or multi-site training, or add training to the Standard package. We are happy to tailor any training to meet your requirements – please contact us for a bespoke quotation.

- ✔

Self Employed Staff

Will need different contracts to your employed staff so we can review your self-employment contracts, advise on whether they meet your needs and if necessary provide you with a quote to update these contracts either on an ad-hoc basis or through an annual review.
- ✔

HR Admin Support

Saves you the need to employ in-house HR support by producing all the documentation you need for each individual you employ.
- ✔

Specialist Areas which are aren't covered

There are several specialist areas which we do not advise on as part of the HR and Employment Protect packages due to the time and complexity involved. These areas include pensions advice, HMRC or other statutory/regulatory body investigations, TUPE, restructurings and collective consultation; advice relating to individuals other than employees and workers or negotiation with Trade Unions, Directors and Shareholders. One of our specialist solicitors can assist with these areas outside of the scheme for an additional fee, however this will need to be discussed and agreed should the need arise.

Would you like to find out more?

To discuss anything you have read above, to arrange a purchase or simply to find out more about how we can support, advise and protect your business against HR and employment disputes, please contact our expert team for help:

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