

Business Skills

Week 7: Skills for Professional Practice

Part 1 - Legal Issues

Part 2 – Learning and Development Workshop

Man Geni Addysg Uwch yng Nghymru
Where Higher Education Began in Wales

www.uwtsd.ac.uk



Check your Student Email Time!

- Please check your student email and confirm you have received the link to join your academic interview!
- The link should appear in your Teams calendar.
- ***Please note – do not join your weekly Business Skills link for your academic interview.***

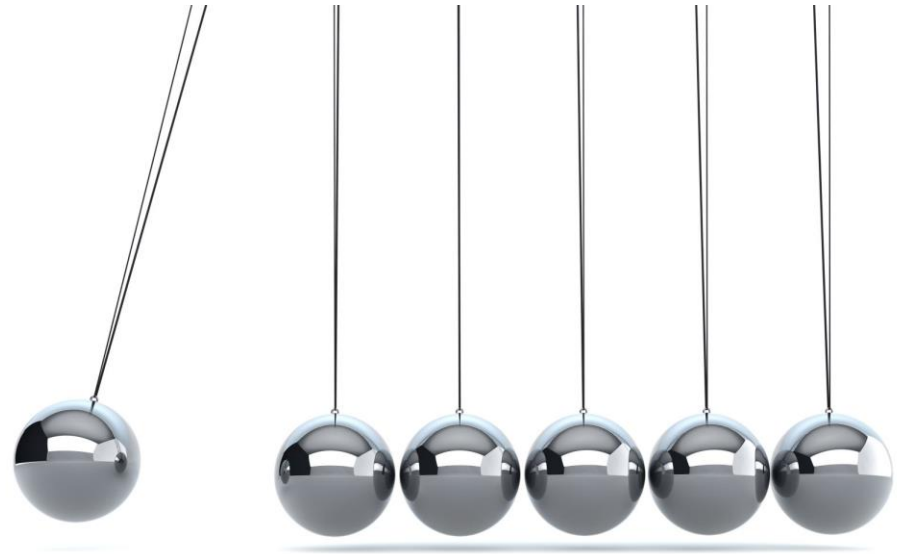
Recap: Week 6 Learning Outcome

How did it go?

- Upon completion of the session, you will be able to identify with communication barriers and how they can lead to miscommunication

Welcome to week 7...it's the final countdown!

This is your last taught session for Business Skills. We will discuss week 8 during part 2.



Coming up...

- During part 1 of today's session, we will be looking at ***the nature and structure of law*** with the main focus on ***Health and Safety***.
- Part 2 will include a ***discussion on task 7 and 8***. And a chance to ask about... ***things you don't know!***

Part 1 Learning Outcome

- Upon completion of part 1 you will have developed an understanding of the nature and structure of law and some of the key legislation affecting the operation of a hotel.

Knowledge Check!

How would you
define law?



Law Defined

- Law is a system of rules which aim to regulate behaviour, which are created and imposed by the state (UWTSD, 2023).



Over to you!

- To understand how legal issues affect the hotel industry, first you will need to develop an understanding of the nature and structure of law.
- Please click on the e-learning package - The Nature and Structure of Law, and the English Legal System, within the week 7 tab on our Business Skills Moodle page.
- Although designed for the university's level 4 law students, it is an important resource as it introduces you to the basic framework of law.
- Please take time to ***familiarise*** yourself with the content. We will resume in 70 minutes (10-minute break included).

Recap: Let's Discuss

Legislation is what most people would think of if you asked them for an example of law: a written set of rules, made by a body that has authority to do so (a legislature). There are two main types of legislation in the UK: primary legislation and secondary legislation.

Primary Legislation

- Primary legislation is the term used to describe the main laws which are passed by the legislative bodies in the UK. Within the UK, and England and Wales, most primary legislation is contained in statutes or Acts of Parliament. An Act of Parliament is the highest (most authoritative) form of law in the UK

Secondary Legislation

- Secondary legislation is legislation which provides the detail of how the Acts of Parliament will operate. It is sometimes called delegated legislation or subordinate legislation because it is less important than Acts of Parliament, and often enacted through powers which are given (delegated) within an Act of Parliament.

Examples...

The following examples are just some of the legislation that affects the hotel industry. Are they primary or secondary?

- Licensing Act
- Food Safety Act
- Data Protection Act
- Health and Safety Act

Answer!

Primary

- Primary legislation sets the overarching principles of a law. Secondary or delegated legislation supplies the detail.



Discussion Time!

What do we know about them?

Have a Google!

- Licensing Act
- Food Safety Act
- Data Protection Act
- Health and Safety Act

Transferable - in General!

- You will find that some legislations apply to most if not all industries. For example, The Health and Safety Act..



Health and Safety

- “Workers have a duty to take care of their own health and safety and that of others who may be affected by your actions at work.” (HSE, 2022).

Health and Safety Law
What you need to know

All workers have a right to work in places where risks to their health and safety are properly controlled. Health and safety is about stopping you getting hurt at work or ill through work. Your employer is responsible for health and safety, but you must help.

What employers must do for you	What you must do	If there's a problem
1. Think what could harm you in your job and the precautions to take to avoid it. This is your health and safety. 2. Do a risk assessment. Explain how risks will be controlled and tell your employer if you can't do this. 3. Consider and report safety concerns, or potential safety issues, to your employer. 4. Report changes you see in health and safety training and equipment that may affect your safety. 5. Tell your employer if you have any health and safety concerns or if you are injured or ill through work.	6. Report safety, health and safety concerns to your employer. 7. Report safety, health and safety concerns to your employer. 8. Report safety, health and safety concerns to your employer. 9. Report safety, health and safety concerns to your employer. 10. Report safety, health and safety concerns to your employer.	1. If you are worried about health and safety in your workplace, talk to your employer, supervisor, or health and safety representative. 2. If you are still worried, you can contact the Health and Safety Executive (HSE) for advice. 3. If you are still worried, you can contact the Health and Safety Executive (HSE) for advice.

Free safety
You can get advice on the law from the HSE and your employer. You can also get advice on the law from the HSE and your employer.

Employment rights
You can get advice on your employment rights from the HSE and your employer.

HSE
Health and Safety Executive

UWTSD Careers Service Short Course

- Complete the 15-minute course on Health and Safety. I'll pop the link in the chat. We will resume in 25 Minutes.

<https://uwtsd.careercentre.me/elearning/scorm.aspx?CourseId=Q7VywoQctIQKpvaInHVC2Q==>

Let's Recap!

- Who is responsible for effective health and safety management in the workplace - the employer, the employee, or both?
- What is a Hazard?
- What is a Risk?

Answers!

- Both employer and employee are responsible for the effective management of health and safety in the workplace.
- A hazard is something which has the potential to cause harm, for example: a chemical, working at height, or noise.
- A risk is the likelihood, whether low, medium or high, of that hazard actually causing a person harm.

Let's Continue to Recap

- Which of the following is the first part of the risk assessment process?
- Evaluate the risks
- Identify the Hazards
- Decide who might be harmed and how

Answer!

- The first stage of a risk assessment is to identify the hazards in the workplace.

Health and Safety – Further Reading

If you would like to find out more information about the Health and Safety at Work Act 1974 feel free to click on the link:

<https://www.hse.gov.uk/legislation/hswa.htm>

Recap: Part 1 Learning Outcome

How did it go?

- Upon completion of part 1 you will have developed an understanding of the nature and structure of law and some of the key legislation affecting the operation of a hotel.

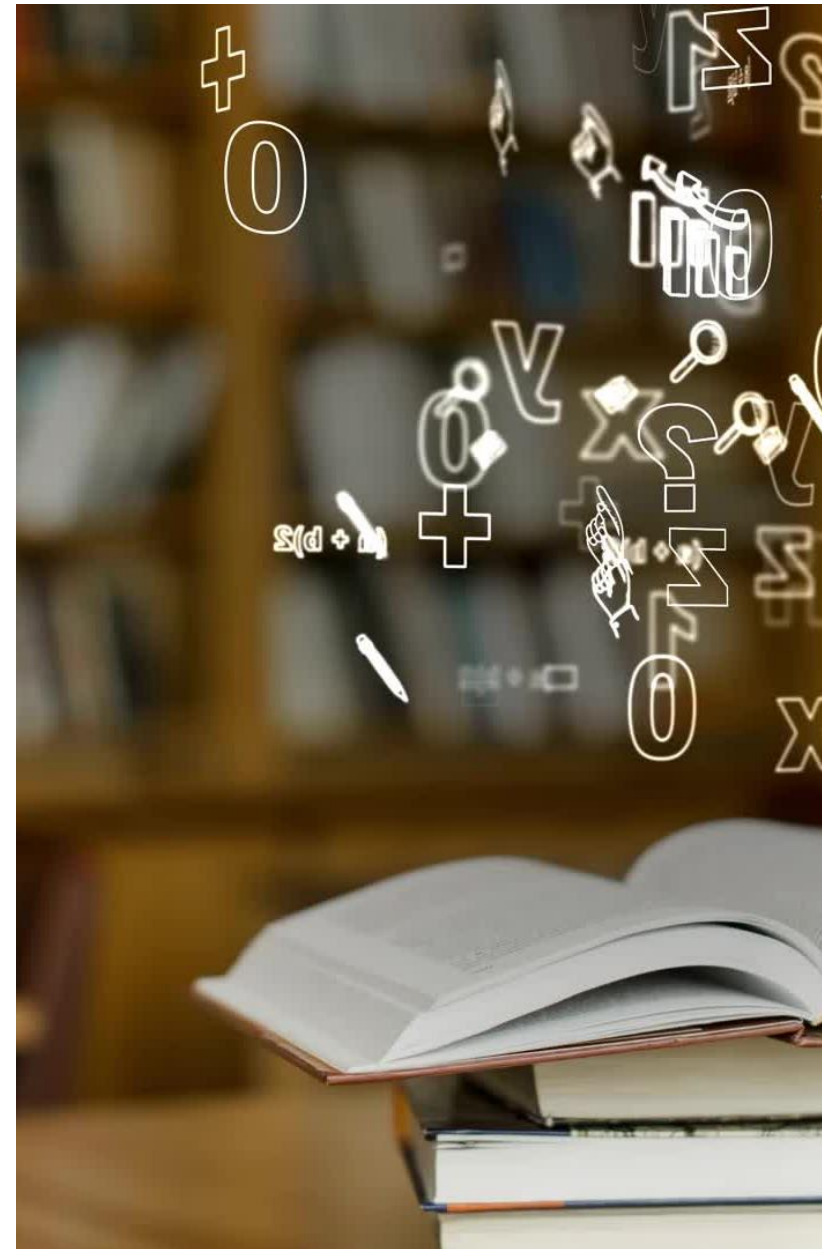
Learning and Development Workshop

Business Skills
Tasks 7, and 8
Overview

Things I don't
know!

Coming up
next week...

First, let's take a look
at task 7 within the
module handbook.





Any Questions?

Let's take a look at
task 8 within the
module handbook.



Academic Interview: Extenuating Circumstances:

- Lecturers are not permitted to offer an alternative time/day.
- If there are exceptional circumstances that affect your ability to take part in the academic interview, which can be evidenced (like a hospitalisation, family bereavement or other unforeseen emergencies) then you can apply for Extenuating Circumstances which is reviewed by the Academic Office.

Extenuating Circumstances:

You can apply for Extenuating Circumstances through MyTSD. Please see the Digital Support Page or the Level 4 Guidebook (p. 30) on Moodle for guidance.

If you need help with gathering evidence, you can contact the [Students' Union](#) for guidance



Time for...
Things I
don't Know!



Preparation for next week!

Please take time to recap on weeks 4,5,6 and 7

- Your lecturer will choose the topic and questions for each group. Please note, you will be informed of the topic when you join the academic interview.