

Assessment: 5CELW Understanding Employment Law

Name:

Learning Outcomes

On completion of this unit, learners will:

1. Understand the purpose of employment regulation and the way it is enforced.
2. Know how to manage recruitment and selection activities lawfully.
3. Know how to manage change and reorganisation lawfully.
4. Know how to manage issues relating to pay and working time lawfully.
5. Know how to ensure staff are treated lawfully at work.
6. Know how to manage performance and disciplinary matters lawfully.

Evidence to be produced:

Written answers of between 500 – 750 words for each task

All reference sources should be acknowledged correctly and a bibliography provided where appropriate (these should be excluded from the word count).

Evidence to be produced	Assessment Criteria	Pass/Refer	Feedback
1. Explain the purpose of employment law and outline the role played by the tribunal and courts system in enforcing employment law.	1.1 Explain the aims and objectives of employment regulation. 1.2 Describe how employment law is enforced through tribunals and the court system.		
2. Summarise the main principles of discrimination law in relation to	2.1 Identify the main principles of discrimination		

recruitment and selection and explain how contracts of employment are established.	law in relation to recruitment and selection. 2.2 Explain how contracts of employment are established.		
3. An organisation is planning a major reorganisation which will involve moving some staff to other sites and outsourcing a major function to a sub-contractor. (a) Outline when and how contracts can be changed lawfully (b) Explain briefly the main requirements of redundancy law (c) Summarise the main requirements of the law on business transfers.	3.1 Describe when and how contracts can be changed lawfully. 3.2 Explain the main requirements of redundancy law. 3.3 Explain the main requirements of the law on business transfers.		
4. Summarise: (a) the major statutory rights employees have in relation to pay, holidays and working time and, (b) the major maternity, paternity and other family-friendly employment rights.	4.1 Identify the major statutory rights workers have in relation to pay, holidays and working time. 4.2 Explain the major maternity, paternity and other family-friendly employment rights.		
5. Summarise: (a) the major requirements of health and safety law (b) key legislation supporting equality and diversity in the workplace (c) the concept of implied duties in relation to employee management at work	5.1 Identify the major requirements of health and safety law. 5.2 Summarise key legislation which supports equality and diversity in the workplace. 5.3 Explain the concept of implied duties in relation to the management of		

	employees at work		
6. Explain briefly the main requirements of unfair dismissal law in respect of: (a) capability (b) misconduct (c) grievance	6.1 Explain the main requirements of unfair dismissal law, in respect of capability, misconduct and grievance issues.		

Summary comments:

Assessor Signature _____ Date: