



Disability and Discrimination Action for Your Business

The challenges for all employers to comply and educate around discrimination and disability are growing. We are pleased to present a joint offer package of: education, healthcheck and audit services to robustly prepare your business.

According to Jersey's Disability Discrimination law all organisations regardless of size or scope, are required to ensure their buildings and facilities are accessible for disabled people and to make identified reasonable adjustments as needed to achieve this. Carrying out a Disabled Access Audit, now, whilst the office is quiet, is the first step towards compliance and avoiding or defending a claim.

The Jersey Discrimination Law also includes responsibilities for both employers and employees around how they behave and treat colleagues, clients and suppliers. Ignorance is no defence, and the risk of claims has grown year on year. Education, including online webinar training, alongside robust policies, terms and a top-down commitment can significantly protect your business and your staff.

Joint offer from IPM and HR Now:

For 2021 we have linked up to provide belt and braces support across this area:

HR Now can provide you with bespoke training on all aspects of Discrimination and the Law to educate your staff and in tandem review your terms, policies and procedures to ensure you have a best practice approach.

IPM will undertake a no fuss, Disabled Access Audit and giving you a clear project plan and costs to agree priority zones for improvement and the appropriate timescales to achieve this. They will then manage the roll out of agreed actions from hiring contractors to final sign off.

Introduction to HR Now

HR Now are the leading provider of interim and outsourced Human Resource services in Jersey. Our expertise and reach covers the UK and the other crown dependencies. We support MD's and HR managers from SMEs to large corporations across all sectors. Established over 10 years, our team of 7 are all CIPD qualified consultants and advisors. HR Now's guiding principle is to deliver HR solutions that are fully **Compliant**, **Creative** and **Commercially** focused for all strategic, complex and operational activities.

Introduction to IPM

IPM are a leading local provider of project services in Jersey. We provide project and cost management throughout the whole project life cycle from early concepts, business case and feasibility, through to project completion, handover and post project evaluation. Our aim is to deliver successful results through understanding client needs, planning, building, coordinating and motivating the project team plus managing change and quality.

Contact rachel@hrnow.je or davidmason@ipm.je for more info



Our Disability and Discrimination Offer:

How a Disability Audit Works:

A written Disabled Access Audit report will set out where non-compliance exists and recommends a course of action. Photographs identify areas at issue to define a set of recommended actions prioritised in terms of risk for *safety, compliance or best practice*.

Areas audited by a survey:

- External Environments and Approach
- Doors
- Horizontal Circulation
- Vertical Circulation
- Facilities
- Sanitary Facilities
- Means of Escape
- Lighting
- Acoustics
- Finishes & fixtures
- Wayfinding
- Information/communication

Implementation: IPM can take you through each step, secure the appropriate contractors for improvement works, to agree outcomes and timescales as well as managing the process through to completion and sign off.

HR Now Training and Tool Kit:



Our training covers all aspects of discrimination and our policies are legally checked to ensure they comply with legislation (eg the new complex parental leave) and to reflect the learnings from Jersey Tribunals on expectations around best practice.



Our checklists cover the full life cycle of employees from recruitment / induction / probation review / back to work / appraisals / absence tracking or exit interviews. We can support you through Disciplinary, Grievance or Capability to an exit point and beyond to tribunal or compromise.



We have starter policies for Health and Safety and risk mitigation which tie in with the current learnings on Covid to ensure you have a robust response to the evolving challenges.



We can flex how much or little support we offer, to suit your budget.

HR Now/ IPM fees:

- A free *HR Healthcheck* can quote for improvements to terms, handbooks, statements or policies
- Bespoke Equal Opportunities training can be delivered online (with a recording) for £1,000 +GST
- Our fee structure is transparent, there are no retainers and we do what we say we will and can give you a not to be exceeded estimate up front and for any for additional work an hourly rate.
- We keep our clients compliant and up-to-date with free alerts + topical webinars through the year

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