



In-house training



Providing world-class training solutions for employers since 1996

Call: 01983 861133

Email: katie.ganly@bfi.co.uk

See more details on our website: bfi.co.uk/in-house-training/

Let our HR risk experts come to you

Cost-effective:

- You incur no additional time or money costs by having staff use valuable travel and accommodation resources
- Avoid time out of the office with an intensive on-site session
- Maximise your training budget through specifically targeted training

Company-specific:

- Our bespoke courses are business-relevant enabling your staff to learn about industry challenges with direct relevance to their own roles
- Results-specific courses means valuable resources are not wasted

Core values:

- Our training is tailored to reflect your own organisation's key principles

Confidential:

- Your staff can discuss and learn how to implement new directives and industry innovation in a sensitive and safe environment

"Excellent day, great value for money"

"Really enjoyed today's training. The trainer was enthusiastic and made sure all our questions were answered"

"Really valuable day, thank you"

"Can recommend this company very highly. BFI delivered exactly what we needed"

"The training day was packed with pertinent information delivered by an expert. Excellent value for money, thank you"

"BFI responded to our training needs with understanding and professionalism. The trainer provided worked with us to ensure the delivered knowledge was exactly right for our company. We had a training requirement to update 12 colleagues on this legislation as well as look at our policy to ensure it remains legal and workable. The training day was informative and enjoyable and met all of our expectations. We would recommend BFI very highly"

"We asked BFI to write and deliver scenario-based real-time training in order to ensure that all levels of staff were engaged. The day went very smoothly and we were delighted with the level of engagement of all 40 staff members involved. The feedback and pointers were also very valuable. Thank you for a fascinating and informative day. I am looking forward to putting my new knowledge into practice"

Concept to conclusion



Trainers

Our unrivalled 20+ year track record gives you access to our extensive network of experts, ensuring the trainer we provide will have the expertise and subject knowledge to ensure delivery and instruction are world-class

Training areas and courses

EMPLOYMENT LAW

- TUPE
- Social media and employment law
- Non-UK employee visa: immigration and PBS
- Immigration compliance and update for employers
- GDPR employee data for employers
- Employment law update for HR
- IR35 planning and preparation for employers
- Conducting effective workplace investigations
- Pay Gap reporting: gender ethnicity and disability
- Document verification and right to work checks for non-UK national employees
- Reorganisation, restructuring and redundancy
- Maternity and parental leave

HR RISK MANAGEMENT

- Pandemic Planning and Business Continuity
- Bullying and harassment policy
- Crisis planning, testing and management
- Designing and implementing a drug and alcohol workplace policy
- Travel strategy for global employees
- Managing conflict and difficult conversations
- Managing absence and ill-health

DIVERSITY AND INCLUSION

- Policy and practice: supporting LGBT plus in the workplace
- Workplace diversity and inclusion: update and

best practice

RECRUITMENT

- Post Brexit recruitment retention and policy
- Essential interviewing skills
- Employee vetting and screening
- School leavers and apprentices schemes

WORKING WITH TRADE UNIONS

- Building affective trade union relationships
- Negotiation bargaining and conciliation
- Basic and advanced negotiations: a practical toolkit

EMPLOYEE WELL-BEING

- Alternative mental health strategies and support
- Stress management in the workplace
- Designing and implementing a drug and alcohol workplace policy
- Recognising and supporting menopause in the workplace
- Supporting staff through IVF

EMPLOYEE ENGAGEMENT

- Developing an employee engagement strategy

TALENT

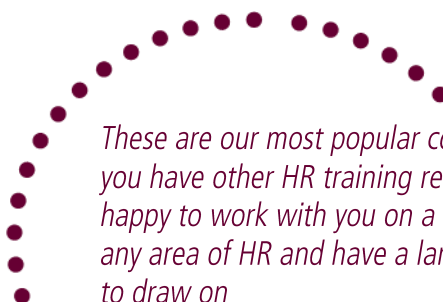
- Resource in talent planning and recruitment
- Strategic workforce planning
- Recruiting in a tough market: alternative talent streams

Enquire today to find your perfect training solution

01983 861133

info@bfi.co.uk

www.bfi.co.uk



These are our most popular courses; do let us know if you have other HR training requirements. We will be happy to work with you on a bespoke programme in any area of HR and have a large bank of expert trainers to draw on