



Fixed Price HR & Employment Services

making it easier
to access
legal services

Our HR and employment law packages provide a high level of support for all businesses and organisations, no matter how large or small and no matter what sector. Backed by an award winning specialist employment law firm our range of packages combine knowledge, experience and expertise at a competitive fixed cost price.

Stephensons

Everything you need

Our HR packages remove the everyday headaches of being an employer so that you can focus your time elsewhere on running your business, whilst our team of fully-qualified lawyers take care of things on your behalf.

From structuring employment contracts and policies and to providing strategic advice and assistance as well as dealing with day to day HR issues, our range of services give you all of the tools you need to become a best practice employer with confidence that you are meeting your employment law obligations.

Why us?

Unlike many HR consultants, we deal directly with tribunal claims and have an insight into how the tribunals deal with employment law in practice, so you will benefit from that experience in coming to Stephenson for your HR support and employment law assistance.

Contracts, employee benefits, disciplinary procedures, statutory rights; it's hardly surprising that most employers

are drowning in a sea of paperwork, whilst also in real danger of exposing their company to unnecessary financial risk by failing to fulfil the rights of their employees.

Most businesses recognise that employees are their most valuable resource, but in an ever changing difficult landscape, implementing the necessary infrastructure to attract and retain staff is a challenge for all but the very biggest of employers.

HR and employment packages

Fortunately help is at hand through the HR and employment service packages brought to you by the employment law lawyers at Stephenson:

- **Workplace Plus**
- **HR Assist**

Packages available

Workplace Plus

All for a set fee per annum*

With our Workplace Plus package, you will have a designated solicitor within the team on hand to provide you with the advice and guidance that you need, including:

- Full audit of employment documentation, contracts and policies
- Bespoke contracts and policies
- Handbooks for managers and employee handbooks
- Tailored letters and documents
- Unlimited access to a designated specialist employment solicitor for advice, guidance and on-going training
- Advice and representation for day to day HR issues
- Advice and representation for employment tribunal claims
- Employment protection insurance for the cost of full legal representation at an employment tribunal, including the cost of any award made against you up to a maximum of £100,000
- Advice and representation included within the employment protection insurance for:
 - Defence to health and safety prosecutions
 - Guidance to a range of commercial legal services including:
 - Payment of costs incurred in pursuing claims of personal injury for you and your employees
 - Advice on pursuing or defending contract disputes

- Debt recovery advice

- Employee benefits under the employment protection insurance including:
 - Confidential telephone counselling to employees or members of their family

*Calculated based on business turnover and employee numbers.

HR Assist

All for a one-off fee per annum of £1,000 plus VAT you will receive:

- Access to a team of specialist employment solicitors for ongoing advice and guidance
- Employment protection insurance up to the value of £50,000 to cover the cost of defending employment tribunal claims
- Up to date HR and employment template letters
- An up to date contract of employment
- An up to date employee handbook

HR Assist is available to businesses with 30 employees or less. If your business employs more than 30 people we can still help, contact our HR support specialists for more information on our tailored packages, including Workplace Plus.

Civil discrimination

Claims of discrimination can also be brought in the County Court by your customers and other third parties you contract with. As a business you will likely fall into one of these brackets and will therefore be responsible for all actions of your employees, workers and/or contractors in the course of their role.

Claims of this nature can be extremely costly, time consuming and potentially damaging for businesses and their profiles.

At Stephenson's, members of our team also specialise in this niche area of the law, with extensive experience in dealing exclusively with discrimination claims.

However, if you sign as a member to our Workplace Plus service, our team of discrimination specialists can assist by offering a free telephone consultation in order to discuss the best way forward in tackling the issue.

Making it easier to access legal services

As a leading full-service law firm, we pride ourselves on providing our clients with a broad range of first-class legal services. For over 40 years, Stephenson's has built a wealth of experience dealing with complex legal matters, helping our clients feel unburdened and empowered.

If you would like further information on our HR and employment law services please contact us on 0333 344 4885 or email enquiries@stephensons.co.uk.

www.stephensons.co.uk