

Employment Tribunal

Practice and Procedure Presentations

Law students from the University of Birmingham will deliver fortnightly presentations at the Birmingham Employment Tribunal **aimed at assisting parties who are representing themselves.**

Presentations will take place on the following Wednesdays:

Autumn Term

- 6th November 2019
- 20th November 2019
- 4th December 2019

Spring Term

- 15th January 2020
- 29th January 2020
- 12th February 2020
- 26th February 2020
- 11th March 2020
- 25th March 2020

Each week there will be two presentations:

Presentation One (2-3pm)

Employment Tribunal Procedure: An Overview

This session provides an overview of the practical stages of the Employment Tribunal process from the time that a Response has been received up to the Hearing, with guidance on issues such as:

- *how the Tribunal manages cases;*
- *what to expect at a Preliminary Hearing;*
- *compiling a bundle of documents; and*
- *preparing a witness statement.*

Presentation Two (3.15-4.15pm)

What to expect at a Final Hearing

The second session focuses on what to expect at a Final Hearing. For example:

- *who sits where in the Tribunal room;*
- *what order will the parties speak in;*
- *what to expect from cross examination; and*
- *what happens after the Hearing.*

All sessions will be held at the Birmingham Employment Tribunal. There is no need to book your place in advance and you are welcome to attend one or both of the presentations.

Feedback on previous sessions:

100% of attendees said that they learned something from the presentations

"It opened my eyes to what to expect on my case."

"It was a very good presentation and I understood everything that was said"

"Interesting and concise information provided"