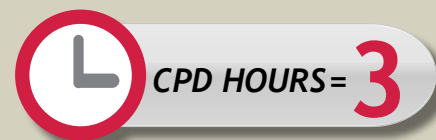


CPM21 : Equality and Diversity Training Course for the Legal Sector



The new LSC Crime (CDS) contract and Civil contract require you to comply with the requirements of the new enhanced Specialist Level Quality Mark requirements on Equality and Diversity.

There is also increasing demand by the Law Society and SRA (Rule 6 of the Code of Conduct) and the new Lexcel Standard 4.1 (section 1.4) for firms to take their Equality and Diversity policies more seriously.

Who is the course for?

This **ESSENTIAL** course is designed for partners, directors, managers, supervisors and staff of a solicitor's practice who need training in Equality and Diversity.

What will the course cover?

- Understanding the New Requirements for you and your firm
- How can an effective equality and diversity policy help your business?
- Understand the legislation on Equal Opportunities etc on the way you recruit select and promote
- Gain a better knowledge and understanding of the terminology
- How should you manage diversity e.g. as a team leader, supervisor or manager
- How to make the policy part of the way you think and work

Why is it Essential

Getting it wrong could ultimately cost your contract.

It will be an increasing requirement if you tender for public sector work.

Demand for this course will be high....

So **BOOK TODAY** and ensure your practice is prepared for the New LSC Audit.

Want to know more or book?

e: book@cpm21.co.uk

or visit: www.cpm21.co.uk



Name & Address of Practice

Contact Name:

Email Address:

CPM21 : Equality and Diversity Training Course for the Legal Sector

Course Booking Form

Please reserve

place(s) on the above course

Equality and Diversity Training Course

on _____ (date)

at _____ (location).

Course Code: EQD1

CPD Course Booking Terms & Conditions:

1. Course fees must be paid on or before the date of the course. If you fail to attend after booking the course then you remain liable for the fee subject to clause 7 below.
2. Confirmation of booking and details of venue will be sent by email only to the email address provided.
3. A receipted VAT invoice will normally be issued to the delegate/organisation within 14 days of the conclusion of the course
4. Course documentation will be distributed at the event
5. Prices may be subject to change and may vary depending on location of the course (to allow for varying venue costs etc.)
6. We are an SRA approved external CPD course provider and provide CPD hours for those subject to that scheme. It is a condition of the allocation of hours that you attend for the duration of the course and personally complete and sign the CPD register to confirm that you have done so. The relevant CPD reference will be provided by the tutor on the day and will be shown on the CPD register. You should make a note of this and the hours awarded for your own CPD records.
7. We reserve the right to vary, cancel or postpone a course at short notice where necessary. Cpm21 accept no liability if the course does not take place. Refunds will be made as appropriate if the course is cancelled by us.
8. You may cancel/postpone your attendance up to 14 days before the event provided you email such confirmation to support@cpm21.co.uk. We cannot accept telephone, letter or faxed cancellations.
9. You may send a substitute delegate without notifying us in advance but the change must be made clear on the signed CPD register.
10. Data Protection – we may periodically contact you with updates, information and details of courses and services. If you do not wish to receive such updates or information then please email support@cpm21.co.uk
11. The presentations, materials and notes for our courses are prepared solely for the benefit of the delegates attending that course. They are intended to be an integral part of the course presentation and do not necessarily stand on their own outside that context. They must not be used for giving advice in a specific situation. Neither cpm21 nor any of its consultants or tutors shall have any responsibility or liability for losses (including consequential loss) occurring because a person acts upon or fails to act based on any statement made by the consultant or tutor or contained in the course materials, notes or presentations. Our tutors are not authorised to provide practice management, legal or other advice relating to any specific situation or issue as part of our training courses and you should seek appropriate professional, financial or legal advice before making any decisions or taking any actions based on what you have heard, learned or read about on the course.

© CPM21 : 2012

Business Name

Contact Name

Contact email

Contact telephone

Special requirements

Course Cost

£

See website listing for current cost

Cheques should be made payable to **CPM21 Ltd**, and sent with this booking form to:

CPM21
The GTi Suite,
Venture House,
Navigation Park.
Abercynon CF45 4SN

Email book@cpm21.co.uk www.cpm21.co.uk

cpm21 (21st Century Professional Management) is a trading name of cpm21 Ltd.

Registered office: GTi Suite, Ty Menter (Venture House) Navigation Park Abercynon CF45 4SN
Registered company number 7988356 (England and Wales)