

Hull College TU Studies Department

Trade Union Representatives Stage 1

Week 10 Date ___/___/___

09:00 RECRUITMENT OF NEW STARTERS

Working in pairs / threes prepare a talk be given to a group of new starters about the benefits of trade union membership and the need for them to join. Write the talk such that each of you gets to do some of the speaking - one could introduce the presentation and the other give out the factual information for example.

Look back on your notes from week 3 when we looked at recruitment. Think of the arguments a new potential member may raise and how you would counter them. It may help you to produce flip charts or OHP slides to help deliver your presentation.

10:20 BREAK

10:40 HEALTH AND SAFETY

Pre amble on H&S legislation and regs, summary of the course contents of H&S1 + 2.

Group 1	R	Group 2	R	Group 3	R	Group 4	R	Group 5	R

Working in groups look at the activity on page 9.2

11:30 FEEDBACK

Follow feedback with discussion on H&S issues

12:00 LUNCH

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13:00 COURSE MEETING

	Name	Moved	Seconded
Chairperson			
Secretary			

AGENDA

<u>Apologies</u>			
<u>Minutes of Previous Meeting</u>	Moved	Seconded	vote
<u>Matters Arising</u>	Raised by	Issue	action
<u>Correspondence</u>	Raised by	Issue	action
<u>Workplace Issues</u>	Raised by	Issue	action
<u>Course Issues</u>	Raised by	Issue	action
<u>Motions</u>	motion	Moved Seconded	Vote for : - against : - abstain :
<u>AOB</u> Election of Chair / secretary			

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14:00 THE LAW AT WORK

Give a brief overview of trade union legislation.

14:20 BREAK

14:40 YOUR RIGHTS AT WORK

In groups produce a flip chart showing your rights at work from the application and interview stage to a point where full employment rights apply.

Group 1	R	Group 2	R	Group 3	R	Group 4	R	Group 5	R

15:10 FEEDBACK

15:30 ACTIVITY

Activity "your rights at work" - page 8.2

15:50 RECORDS OF ACHIEVEMENT

Page Number	Item	Level	How Achieved	Evidence
11	2.3 - chair + sec	2	CM	PO