



# HR Support for Independent Schools

Narrow Quay HR is a commercially-focused, pragmatic, professional HR consultancy. The HR support we provide to independent schools complements the specialist legal advice offered by VWV.

With backgrounds as qualified employment lawyers and experienced HR practitioners and a subsidiary of a wider full service law firm, we are experienced in the education sector and understand the challenges you face.

We take a commercial and pragmatic approach and aim to deliver practical HR services for you when you need them.

### **Workplace Investigations**

Investigations into complex grievances, disciplinaries or parental complaints can be time consuming and take key staff away from their core activities. You may not have the on-site HR resource to carry out an investigation or you may feel that the matter is highly sensitive and that independent HR support would help.

We can carry out investigations for you, including:

- interviewing witnesses and gathering evidence
- preparing the investigation report
- attending formal hearings as the investigating officer

We are experienced in handling investigation work and will manage the matter sensitively and efficiently.

#### **HR Outsourcing**

We can provide panel support to panel members dealing with grievances, disciplinaries, redundancies, parental complaints and appeals. Panel members often need HR support and guidance prior to hearings, to assist with process, and at the hearing itself. We are experienced in providing this support and can assist with practical, hands on support at the hearing itself, as well as supporting the panel before the hearing and afterwards. This can be valuable in complex cases or where panel members are inexperienced.

We also recognise that some meetings, projects or complex HR issues need dedicated, hands-on and on-site HR support. These may be one to one meetings with staff, or larger processes such as restructuring or redundancies, which require consultation meetings with staff.

We can provide the practical and creative HR support for your projects when you need it.

#### **HR Training**

We offer a range of training on HR topics such as how to consult with staff, unconscious bias, appraisal skills and essential HR for line managers.

The training sessions can be tailored to your needs and provided to groups of staff to be cost



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## **Meet Our Team**







effective. The sessions are interactive and practical, using voting buttons and real life scenarios to enable delegates to actively participate in the training. We are able to offer training online for your staff or in person.

#### Why Choose Us?

Narrow Quay HR has been developed as a result of considerable experience in the sector, enabling us to focus our services on the needs of our clients.

Narrow Quay HR supplements the core legal services which VWV provides to independent schools and allows us to provide practical, hands on support in areas we have identified as needing additional resource from time to time.

However, as part of the larger VWV community, if matters develop and legal support is needed, the full range of legal expertise at VWV is available to you at all times. This may include defending employment tribunal claims, discrimination issues, redundancy and reorganisation, policies and procedures, etc.

Narrow Quay HR is competitively priced, based on fixed fee arrangements for half or full days, or by project or training session.

For further guidance on how we can support your school, please contact us at enquiries@narrowquayhr.co.uk, or visit narrowquayhr.co.uk.

## What Others Say...

"Narrow Quay HR were recommended to me to help with a complex and sensitive consultation process. I was immediately impressed with their professional, friendly and proactive approach. They had a keen understanding of the education sector and as an independent school, I found their expert assistance invaluable."

**Education Client** 

