

In the workplace

Lesson objective

Learn about rights and responsibilities in the workplace

Lesson plan

– Rights and responsibilities in the workplace



Starter

(5 to 10 minutes)

Work in pairs

First day at a new job. One of you be the employee, the other the employer. Take couple of minutes to write down what each is expecting of the other. Their responsibilities.

Take another couple of minutes to write down what rights each has.

Short plenary to get feedback from all pairs, just one example from each. Don't write anything down at this point.

Good. That's a start.

Did you notice anything about your two lists? The employee's rights are the employer's responsibilities and vice versa. We will come to that.

Today, at the end of the lesson you will be able to define what fair treatment at the workplace means. You will also be able to explain how rights and responsibilities can sometimes conflict.

Main activity

Whole class discussion (10 minutes)

Either have prepared in advance, or show on whiteboard as fed back:

What you will expect from your employer, your rights / his or her responsibilities

- ◆ Safe, comfortable working environment
- ◆ Equal treatment, regardless of gender, race, religion, disability etc
- ◆ The pay rate for the job
- ◆ Training for the job
- ◆ Paid holiday
- ◆ Parental leave
- ◆ Notice in the event of dismissal

What your employer will expect from you, his/her rights / your responsibilities

- ◆ Arrive on time
- ◆ Do the work required
- ◆ Pay attention to instructions about health and safety, dress code, no smoking, etc
- ◆ Behave in a suitable manner
- ◆ Protect employer's assets e.g. passwords, important documents, laptops, etc,

How are these rights normally protected in this country?

Contract of employment, enforceable at law

Sometimes the rights of an employer and an employee can conflict?

Silent work
(10 minutes
plus five for
feedback)

Work in same pairs, take the worksheet HR1 and say what could be done to resolve the problem. If there is time, get two pairs to compare answers.

For differentiation:

For special needs students ask them to complete worksheet HR3, dressing for work.

For G&T students, if students have access to a PC, ask the group to look up the *Fairtrade Foundation* and find out about support for fair working conditions in developing countries.

Short plenary

Feedback on worksheet projects and Fairtrade

Note on trade unions You have a legal right to belong to a trade union that can represent your interests at work. But an employer is not obliged to negotiate with a trade union unless the employer has already agreed to.

Close
(5 minutes)

So you now have a clear idea of rights and responsibilities in the workplace and an example where they may conflict.

Silent work

Your first day at your new job. Write down a list of five of your rights and five of your responsibilities as a new employee.

Last thought

Companies frequently transfer operations to countries where employees may have lower wages and fewer employment rights.

What do thou think of that? We will talk about that next time.

Worksheets *Rights and responsibilities in the workplace*

www.citizensofeurope.org/filepool/KS4_HR1.pdf

Fact sheet

Dressing for work

www.citizensofeurope.org/filepool/KS4_HR3.pdf

Fair treatment at work

www.citizensofeurope.org/filepool/KS4_HR2.pdf

References

Employment rights

www.citizensofeurope.org/content.php?content_id=332&code_&cat_id=10

At the office and at work

www.citizensofeurope.org/clock_content.php?content_id=38&cat_id=5

The Equality Act 2010

www.homeoffice.gov.uk/equalities/equality-act/

The Fairtrade Foundation

www.fairtrade.org.uk/

Programme of Study

Key Concepts 1.2 (a-c)

Key processes 2.1 (a)

Range 3 (k)