

# ATTENDANCE MANAGEMENT TRAINING

Our Attendance Management Training equips managers and supervisors with the necessary tools to track, address, and improve attendance in the workplace. Learn best practices, legal considerations, and proactive strategies to maintain a reliable and engaged workforce.

**BOOK  
YOUR  
SPACE**



## Training Highlights :

- ✓ Attendance Policy
- ✓ Absence Monitoring
- ✓ Return to Work Interviews
- ✓ Reasonable Adjustments
- ✓ Effective communication
- ✓ Implementing Procedure
- ✓ Effective Record Keeping
- ✓ Patterns of Absence



Wed 27<sup>th</sup> May 26, 9 AM - 4PM



Training Room, Elm House CGH



**BOOK YOUR SPACE ON ESR - PLACES ARE LIMITED**