

# How to be a *good* employer

## Free one to one training and support for individual employers in Bath & North East Somerset



### Are you confident that you know how to:

- Recruit & induct a personal assistant
- Manage statutory payments (pay, tax, pensions)
- Draft a contract of employment
- Build a good working relationship
- Deal with conduct and performance issues?

Would it be useful to have some free 1 -1 training at your home or convenient location, focusing on the responsibilities of being a good employer?

Please contact Debbie Ovenden at Compass Disability Services for more information and arrange some training tailored to your needs. Tel: 01823 282823

E mail: [debbieo@compassdisability.org.uk](mailto:debbieo@compassdisability.org.uk)

# Employing personal assistants



Skills for Care works with employers and nearly 1.6 million social care workers, to plan for the future of the workforce, creating resources and supporting training which meet their development needs.

[www.skillsforcare.org.uk](http://www.skillsforcare.org.uk)

Employing your own personal assistants (PAs) gives you the choice and control over who supports you and when. You can use a direct payment, personal health budget or your own money to pay a PA.

Skills for Care has developed the **Employing Personal Assistants toolkit** which guides you through the process of recruiting, managing and training your PA(s) in six handy booklets. It is free to individual employers and can be downloaded from the Skills for Care website.

The training will reference the materials and resources included in the toolkit, as well as provide the opportunity to review your own processes, procedures and documentation.

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