



**KINGSWOOD GROUP**

HR SOLUTIONS

RECRUIT • OUTSOURCE • CONSULT



## HR Compliance Essentials package

**Reduce the risk of potential Employment claims and unhappy colleagues by making sure that your employee contracts and handbook are fully up to date.**

With regular changes to UK employment legislation it's hard for business owners to keep on top of what needs to be updated to remain compliant, so let us help you by carrying out a review and update of your current contracts of employment, employee handbook and HR policies. Our team of qualified HR professionals will also provide a free 30-minute HR consultation with you to discuss what issues are important to you right now and help eliminate risk for the future.

Pick from one of our Essentials packages below:

Option 1	Option 2	Option 3
Employment Contract review (max. 2)	Employment Contract review (max. 5)	Employment Contract review (no limit)
Employee Handbook review	Employee Handbook review	Employee Handbook review
HR Policies review (max. 10)	HR Policies review (max. 15)	HR Policies review (no limit)
30-minute free HR Consultation	60-minute free HR Consultation	120-minute free HR Consultation
<b>£495 + VAT</b>	<b>£795 + VAT</b>	<b>£995 + VAT</b>



“We recently worked with Kingswood Group to produce a new contract of employment, offer letter and company handbook. We are very happy with the end product. Sarah is very knowledgeable and professional in her approach; our consultant Gail developed our contract and handbook completely around our business ethos and necessary requirements. I wouldn't hesitate to recommend Kingswood Group for all HR needs”

(MD of RD Design 2019)



**Talk to us today**

For a confidential, friendly discussion contact us now on:

[www.kingswoodgroup.org](http://www.kingswoodgroup.org)

Chelmsford **01245 204450** / [enquiries@kingswoodgroup.org](mailto:enquiries@kingswoodgroup.org)