



# Seminars

## Getting It Write: Hot Topics In Independent School Employee Handbooks In General And In The COVID-19 Climate

Matt Batastini will outline the key issues for an independent school that is ready to update its employee handbook for legal compliance and best practices, has never implemented an employee handbook – or is considering replacing the employee handbook in existence.

We will provide a model table of contents and offer practical suggestions for keeping your employee handbook updated and current.

Matt will also address several of the unique issues arising in the COVID-19 crisis, such as: communicable illness policies, at-will employment considerations, remote teaching and telecommuting policies and more,

### Topics will include:

- Key Policies In An Ideal Employee Handbook For Your School
  - Is Your Employee Handbook Updated To Reflect Best Practices And Legal Standards?
  - Does It Comply With Applicable State-Specific Requirements?
  - Does It Have All The Bells And Whistles For Code Of Conduct, References And Drug-Free Workplace?
  - Does It Address The Common Traps For Unwary Schools?
- 1. The Top 10 Policies That Every School Should Implement, From Mandated Reporting To Sexual And Other Harassment
- 2. Policies Related to COVID-19 and The Next Unknown

### Who should attend?

Head Of School  
Chief Financial Officer  
Business Manager  
Director Of Human Resources

Dean Of Faculty  
Head Of Upper School  
Head Of Lower School

### WEBINAR SERIES FOR INDEPENDENT SCHOOLS REGISTRATION NOW OPEN!

#### LOCATION

Schwartz Hannum PC Webinar

#### DATE AND TIME

May 15, 2020

1:00 p.m. to 2:30 p.m. ET

#### TUITION

\$50 Per School

No Charge For Current SHPC Clients

To register, please contact Sara Hubbard at (978) 623-0900 or [shubbard@shpclaw.com](mailto:shubbard@shpclaw.com).



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