



## Employment Tribunals – The Basics

### What is an Employment Tribunal?

Employment Tribunals are the forum in which most legal claims arising out of the employment relationship are heard.

Unfair dismissal and discrimination in employment claims for example are dealt with exclusively by Employment Tribunals.

Employment Tribunal hearings are intended to be less formal than most types of Court hearing, although evidence is given under oath and representation by solicitors and barristers is very common.

Many cases are heard by a panel of 3 people comprised of a legally qualified Employment Judge and 2 'lay members' who are not legally qualified but have relevant employment relations experience.

Some types of claim are heard by an Employment Judge sitting alone.



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## What are the time limits?

You should normally make an Employment Tribunal claim within **3 months** of the matter you wish to claim about. For example if you want to make a claim for **unfair dismissal** your claim must be made within **3 months** of the date your employment terminates, or for **discrimination** your claim must be made within **3 months** of the act of discrimination. Tribunal time limits are strict and are generally only extended in exceptional cases.

## How can Simpson Millar LLP help?

Making an Employment Tribunal claim can be a complex and challenging process.

Parties are entitled to represent themselves throughout the Employment Tribunal process including at the hearing itself but help or representation from employment law specialists like Simpson Millar LLP can make all the difference to winning your claim.

We can:

- Check that your claim is something an Employment Tribunal would be able to consider

- Make sure that you are within the statutory time limits for bringing a claim
- Provide you with help and advice at any stage of the claim
- Represent you throughout the entire process, from commencing your claim to the final hearing.

If you are thinking about bringing an employment tribunal claim and are looking for a solicitor call our freephone helpline on:

**T: 0808 129 3320**

### Got Legal Expenses Cover on your Home Insurance Policy?

It is important to note that if you have legal expenses cover on your home insurance policy you may be able to use this to fund the cost of instructing an employment law solicitor.

This guide contains information on current legal issues applicable at the time of printing. Note there may have been changes subsequently which have not been incorporated in to the material. This guide is intended for information purposes only and its content should not be applied to any particular set of facts or relied upon without legal or other professional advice. For further information on how we can help you please contact:

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