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| **T Level Technical Qualification in Legal** | |
| **Core Component: Employer Set Project** | Level  3  Total Marks  12  Controlled hours  2 |
| This booklet contains material for the completion of the set task under supervised conditions.  This booklet is specific to each series and this material must only be issued to students who have been entered to undertake the task in the relevant series.  This booklet must be kept securely until the start of the timetabled assessment. |

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| **Task 2: Review and advise on a problematic situation and legal document** |
| Paper Reference PXXXXXA |

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| **Instructions for students for Task 2** |

The task must be undertaken at the time and date specified by Pearson.

The task must be completed under supervised conditions.

You are not permitted access to the internet during this task.

Your work and any material provided must be kept securely at all times.

**Overview of Task 2**

**You should read the complete scenario and task before attempting to answer.**

You have **1 hour and 45 minutes** to complete this task.

This task is worth 12 marks.

You will receive an extra **15 minutes** for the Project Monitoring Record for Task 2.

You must plan your time to complete the task.

**Student resources:**

* PC with word processing software
* Electronic version of the Project Monitoring Record.

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| **Set Task Brief for Task 2** |

**Project Scenario**

As part of your training with MMP Solicitors, you are working with a solicitor who specialises in employment contracts.

The solicitor is currently advising The Java Hut Coffee Shop, a nationwide coffee shop, which serves both hot and cold drinks as well as a selection of food.

The Java Hut Coffee Shop are experiencing difficulties with some staff and have approached your employer for advice.

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| **Task 2** |

The Java Hut Coffee Shop provides an employment contract that all employees must sign and agree to.

An extract from the employment contract that must be signed by all staff employed as baristas (those who make and serve coffee) is included below.

Contract of Employment

Statement of Terms and Conditions

This statement lists the terms and conditions (‘particulars’) of your employment with us as of [date] which are required to be given to you under the Employment Rights Act 1996.

**[Name of employee]**of **[home address of employee]**(the ‘Employee’)

**IT IS HERBY AGREED**as follows:

1. You are employed as a barista at The Java Hut Coffee Shop
2. Your normal workplace is [insert branch of The Java Hut Coffee Shop]
3. Act with integrity, honesty plus knowledge that promote the culture, values mission
4. Your duties include providing high quality beverages, as well as food products for all customers.
5. Assist with new partner training by positively reinforcing successful performance as well as giving respectful encouraging coaching as needed
6. You must undertake one week’s worth of training before undertaking employment
7. To be responsive to customer needs
8. If you wish to leave The Java Hut Coffee Shop, you must send a letter in writing to your Line Manager to start the 1-month notice period
9. To follow related policies as well as procedures, including those for cash handling plus safety security, to maintain safety during each shift
10. Maintain a clean organised workspace
11. Follow health, safety sanitation guidelines for all products.
12. The Java Hut does not take responsibility for any death or personal injury suffered by their employees as a result of any negligence on behalf of ‘The Employer’

The Java Hut Coffee Shop are currently experiencing issues with two employees:

1. Olga burnt herself on one of coffee machines which The Java Hut Coffee Shop knew to be faulty but failed to fix. Olga wants to claim damages against The Java Hut Coffee Shop. The Java Hut Coffee Shop believe she is unable to do this because the employment contract protects them against liability for personal injury.
2. Aneka was due to be employed by The Java Hut Coffee Shop in March. She became ill and was unable to attend the training. The Java Hut Coffee Shop believe they are entitled to repudiate the contract.

The solicitor has asked you to look at the contract and produce a report for the case file.

Your report needs to include:

* a review of how effective the contract terms are in relation to Olga and Aneka’s issues, to protect the business
* the advice you would give to The Java Hut Coffee Shop on the contractual issues raised by Olga and Aneka, using legal principles to support your views. Justify your advice.

***(12 marks)***

The report will go to the solicitor to use when responding to the client, you must make sure you use language appropriate for a legal audience.

**In this task you will demonstrate the following core skills:** 

* CS2b Convey information clearly to a legal audience
* CS4 Apply an ethical approach to your work
* CS5 Demonstrate compliance with appropriate professional regulations

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| **Outcomes for submission for Task 2** |

Your Task 2 report must be placed into the secure folder provided by your centre/provider for your evidence of achievement and titled with the file names given below.

Report for case file

**Task 2\_review\_and\_advise\_[Registration number #]\_[surname]\_[first letter of first name]**

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| **Project Monitoring Record for Task 2** |

At the end of Task 2, you will be given **15 minutes** to fill in the Project Monitoring Record document to review how you have covered the core skills above.  You must save the information you put in the Project Monitoring Record.

Your Project Monitoring Record for Task 2 will review:

* how well you conveyed information clearly to a legal audience
* how well you applied an ethical approach in your work
* how well you demonstrated compliance with appropriate professional regulations.

When you have updated the Project Monitoring Record, you must make sure you save the new information. The Project Monitoring Record will be used to support your completion of Task 6.