

ASK us about...



Job Prospects

Dealing with discrimination

Sexual Discrimination

www.direct.gov.uk > Employment > Resolving Workplace Disputes > Discrimination at work
Government-run website offering information and advice on a number of discrimination issues, including sexual discrimination.

www.tuc.org.uk/equality
TUC website dedicated to equality in the workplace. You can opt to receive e-mail alerts. Features resources and information on related issues.

www.equalityhumanrights.com
Equal and Human Rights Commission website detailing new rights and regulations, contact details and more.

Disability

www.direct.gov.uk > Disabled People > Rights and Obligations
Government run website with information about legislation, rights and regulations.

www.equalityhumanrights.com > Disability Equality
Section on Disability discrimination with definitions, FAQs and contact details.

Racism

www.tuc.org.uk
Features information and advice on racism in the workplace and how to tackle it.

www.equalityhumanrights.com > race equality
Offers advice, details of publications as well as examples of good practice.

Age Discrimination

The new Employment Equality (Age) Regulations, better known as Age Discrimination legislation, was introduced on 1st October 2006.

These laws are primarily aimed at ensuring that older workers do not get discriminated against (for example, being asked to retire early). There are also major implications for younger people; for example, it will be unlawful to bar people from training or promotion because of their age.

However, the minimum wage is exempt from the new legislation.

Are there exemptions to the new laws?

Apart from the minimum wage, there are other exemptions to the new laws. Employers may be allowed to reject younger or older applicants for jobs on the grounds of "objective justification"; for example, it may be physically difficult for a 63 year old to be a fire fighter. There may also be occupational requirements; for instance, it is not permitted for someone under the age of 18 to serve alcohol.

Further information:

www.agepositive.gov.uk
www.acas.org.uk
www.direct.gov.uk/discriminationatwork

The Minimum Wage and Employment Rights

The National Minimum Wage (NMW) aims to provide employees with decent minimum standards and fairness in the workplace. It applies to nearly all workers and sets hourly rates below which pay must not be allowed to fall. It helps business by ensuring companies will be able to compete on the basis of quality of the goods and services they provide and not on low prices based predominantly on low rates of pay. The rates set are based on the recommendations of the Independent Low Pay Commission.

Need more help? Just ASK!

Call in for initial advice at a Help Zone "Drop In" in Student Services, who will refer you to a career specialist if required:-

- City North Campus, First Floor Baker Building
- City Centre Campus, Gosta Green, Room G27
- City South Campus, Second Floor Seacole Building
- Millennium Point: Ask at Reception

Telephone 0121 3315588 or visit our web pages for dates and times of Drop Ins and services at other sites.

Careers and Job Prospects websites:

- <https://icity.bcu.ac.uk/careers>
- www.bcu.ac.uk/alumni/careers

Online e-guidance service:

- www.bcu.ac.uk/askus

Social Media:

- Facebook: [BCUemploymentzone](https://www.facebook.com/BCUemploymentzone)
- Twitter: [@employmentzone](https://twitter.com/employmentzone)

View our full range of leaflets online:
<https://icity.bcu.ac.uk/careers> >> Quick Links >> Handouts

The National Minimum Wage: Did you know?

The National Minimum Wage Act became law on the 1st April 1999. Workers over the age of 21 must be paid the National Minimum Wage (£6.08 per hour as of October 2011) and those under the age of 21 are paid the 'developmental rate' (£4.98 as of October 2011) There is also a minimum wage rate for those aged 16-17 which is £3.68 per hour (from October 2011)

Birmingham City University
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Careers and Job Prospects
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T: 0121 331 5588
www.bcu.ac.uk/student-services



Who should get the Minimum Wage?

The following types of workers are covered by the National Minimum Wage Act, and can expect to receive the minimum pay levels:

- Full and Part-time workers
- Casual workers
- Home workers
- Freelance workers
- Temporary & agency workers
- Those of retirement age or pensioners if they are working
- Piece workers (must be paid minimum wage for every hour worked)

However, the following groups of workers are exempt from the Act and should therefore not expect to receive the National Minimum Wage:

- Volunteers
- People who live and work within a family (e.g. nannies)
- Students undertaking work experience as part of a higher education course
- Apprentices and trainees for certain parts of their training
- Most Company Directors
- The self-employed

What should I do if I am being paid less than the National Minimum Wage?

Her Majesty's Revenue and Customs (HMRC) are the government department that enforces the National Minimum Wage. Since the introduction of the minimum wage HMRC enforcement officers have identified over £9million in pay arrears for workers.

Their helpline number is **0800 917 2368**

Minimum Wage Rates		
Age vs. wage (as of 1st October 2011):		
22 years old or over	18-21 years old	16-17 years old
↓	↓	↓
£6.08 per hour	£4.98 per hour	£3.68 per hour

Employment Rights: Having problems at work?

You may find the following websites useful if you are experiencing problems in the workplace:

Employment Law

www.adviceguide.org.uk

Comprehensive employment law information and your entitlements from the Citizens Advice Bureau.

www.tuc.org.uk

Advice from the UK's largest trade union. They will also send you free leaflets.

www.unison.org.uk

Offers information and resources as well as contact details if you wish to join.

www.gmb.org.uk

Offers advice and guidance on employee rights with especially on health and safety issues. Has an excellent section on 'know your rights'. Particularly good as they offer information sheets to download in a whole range of languages.

www.acas.org.uk

Offers impartial advice to employees and employers. If you are not a member of a union and want to report unfair working practices you can contact them directly.

www.worksmart.org.uk

Offers information, advice, and guidance. Has an excellent FAQ section.

Working from home

www.homeworking.com

If you are interested in working from home you should check up on the pitfalls.

Health and Safety at work

www.hse.gov.uk

Health and Safety Executive website with legal information and advice.

www.unison.org.uk/safety/index.asp

Union website with information on the law and advice on issues affecting employees.

ASK

ADVICE SUPPORT KNOWLEDGE
Student Services