

English for Law

A Combination Course in Legal and Business English

30 hours tuition per week (15 hours 1-1 and 15 hours mini-group)

This course is aimed at clients actively involved in the legal world and who already have an intermediate or advanced level of English. Our objective is to give you language training which will broaden your knowledge, strengthen your existing skills and help you to use English in your day-to-day business life with increasing confidence. One of the great advantages of a course like this is that you and your teacher plan your programme together, thereby ensuring that you get a course tailor-made to suit your specific needs.

English for Law can take place over 1 or 2 weeks and there are commencement dates on almost every Monday throughout the year. The course structure is similar to Combination Business English i.e. 3 hours 1-1 tuition in the mornings and small classes of not more than four persons for 3 hours each afternoon.

You will be sent a Placement Test and Needs Analysis prior to your course so that we can establish your level and needs. We are then able to select the appropriate teacher for your 1-1 periods and ensure that you are in an afternoon class with other candidates with a similar background and level of English.

Mornings 08.40 to 12.00: 3 hours of private tuition with a teacher who specialises in teaching English for Law. The morning sessions will be composed of lessons in the English of Law and the English legal system using law theory and relating it to case law. We offer several variations of this programme according to your requirements, ranging from an introduction to the English Legal system to tailor-made courses concentrating on your specific needs. You will plan the morning sessions with your teacher so that you can focus on the vocabulary, grammar and topics appropriate to your particular work.

Aspects of law which can be included are:

General introduction to Law: Divisions of Law; How a law is created (process of statute); The Court system; Law of Contract; Law of Torts, Copyright and much more.

Company Law: Companies House; Company Directors; Employment Rights; Articles of Association; Shareholder Rules; Trustee Law; Winding-up.

Law of Contract: Different aspects of contract; Different types of contract; Offer and Case Law; Acceptance and Case Law; Legality; Remedies for Breach of Contract.

Contracts of Employment: Nature of the contract; Duties of Employer; Duties of Employee; Termination of Employment; Sex and Race Discrimination.

Consumer Law: Supply of Goods Act 1979; Supply of goods and services; Unfair terms; Rights of Action.

Family Law: Marriage; The Children Act 1989; Divorce; Judicial separation; Family Law Act; Maintenance.

The Law of Torts: Definition; Liability; Trespass; Nuisance; Defamation.

Criminal Law: Definition; Elements of a crime; Specific crimes; Theft Act 1968 / 1978; Powers of arrest; Bail.

Law of Property and Succession: Wills; Family provision; Legacies.

Law of Copyright: Copyright; Design; Trade marks and brands; Copyright Act 1988; Patents and Intellectual property.

EU Interpretation of Law

Lunchtime: Every weekday you will be invited to join the other clients and a teacher for **lunch in a local pub or café**. This provides an opportunity for you to chat informally in a social situation. Lunch is at your own expense.

Afternoons 13.20 to 16.40: 3 hours daily in a class of maximum 4 persons (according to level). The afternoon sessions will be aimed at Communicative Language in the work place on a four week revolving programme. Topics will be selected from the following:

- **Meetings and Negotiations** - simulated business meetings or meetings on a topic of interest to all.
- **Discussions** - to expand your grammar and vocabulary in communicative situations.
- **Presentations** - both giving and listening to. You will be asked to make a presentation which is frequently work-related to enable you to use vocabulary applicable to your work. These presentations are followed by a question and answer session with the rest of the class.
- **Telephoning** - practice in telephone language techniques and role play.
- **Social Language** - the development of social skills in English e.g. language of introductions, eating out, polite phrases—i.e. how to say the right thing.

Evenings: You will generally have some homework, but on two evenings each week you will be invited to attend a social evening which may be at the school or out and about in the local pubs or places of interest.

