

Managing Probation – Building stronger teams from day one

*This highly practical, interactive workshop brings probation to life using Rowan's proven **4 / 12 / 20 model**, giving managers a clear structure and the confidence to use it well in real-world situations. The focus is on what managers actually need to do, not theory or legal overload.*

Why this workshop:

Probation has always been important, but it's becoming critical. With changes under the Employment Rights Act strengthening day one rights, the margin for error is shrinking. What used to be a flexible window is now a key moment to get clarity, performance, and expectations right from the start. Done well, probation sets clear expectations, builds confidence and capability quickly, and supports fair, evidence-based decisions. Done poorly, it creates risk, inconsistency, and avoidable pressure on managers and the business.

What this workshop covers:

Managers will explore:

- What good probation management really looks like in practice
- How to use week 4 to set the tone (not just tick a box)
- Having honest, constructive conversations at week 12
- Making confident decisions at week 20 (pass, extend, or exit)
- Raising issues early, without overcomplicating it

In this session we'll look at:

- Using the 4 / 12 / 20 model as a simple, repeatable framework
- Applying structure while still managing people as individuals
- Realistic scenarios managers face day-to-day
- Practical tools and conversation frameworks that support confident action

Who should attend this session?

- Middle and senior managers
- Growing businesses where consistency matters
- Teams looking to strengthen performance, onboarding, and early retention

Key takeaways from this session:

Managers will leave with:

- A clear structure to manage probation confidently
- Greater confidence in having honest conversations
- A more consistent approach across the business
- Practical tools they can apply straight away



In short, this workshop helps managers to manage probation proactively, confidently, and consistently, reducing risk, avoiding drift, and enabling strong, timely decisions when they matter most.

Workshop details

This is a 3 hour, highly interactive session designed to build practical confidence.

- Short, focused inputs (no legal overload)
- Realistic scenarios and decision-making exercises
- Group discussion and shared learning
- Practical tools managers can use immediately

If you'd like to run this workshop for your team, or you would like to explore how it could support your wider people approach, we'd be happy to talk.

Get in touch:

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Why clients choose this workshop:

Put simply: fewer missteps, earlier intervention, and stronger decisions that prevent costly people issues down the line.

"This gave our managers the clarity to act sooner and more confidently, reducing avoidable problems and the costs that come with them."

Consistently rated highly for giving managers the clarity and confidence to act earlier and make stronger decisions.

