

Document title:		Domestic Violence Support Policy
Approving authority:		Board of Directors
Related policies:		Australian Business Compliance Policy Workplace Rehabilitation and Injury Management Policy Corporate Social Responsibility (CSR) Policy Environmental, Social, and Governance (ESG) Policy Employee Mental Health and Wellness Policy Flexible Working Hours Policy Work Health and Safety (WHS) Policy
Next review:		01/06/2026
Version	Release date	Comment
V1.0	01/06/2023	Initial release

1. Purpose

The purpose of this Domestic Violence Support Policy is to provide guidelines for supporting ITAC employees who are affected by domestic violence, ensuring their safety, well-being, and access to appropriate leave entitlements as per Australian laws. This policy aims to promote a supportive and understanding work environment while addressing the impact of domestic violence on employees and the workplace.

2. Scope

This policy applies to all employees of ITAC who are experiencing domestic violence, regardless of their employment type or duration.

3. Policy Statement

ITAC is committed to supporting employees affected by domestic violence by providing a safe, understanding, and supportive work environment, as well as access to relevant leave entitlements and other support measures. Managers, colleagues, and other staff members are expected to respect the privacy and confidentiality of employees experiencing domestic violence and to provide appropriate assistance and support when required.

4. Domestic Violence Leave Entitlements

In accordance with Australian laws, employees experiencing domestic violence are entitled to access domestic violence leave provisions. These provisions include:

- Up to ten days of unpaid leave per year for full-time and part-time employees.
- Access to accrued personal/carer's leave for employees dealing with the impact of domestic violence.

5. Manager Responsibilities

Managers are responsible for:

- Providing a supportive and understanding environment for employees experiencing domestic violence.
- Assisting employees in accessing relevant leave entitlements and support measures, as required.
- Ensuring the privacy and confidentiality of employees experiencing domestic violence.
- Developing and implementing safety plans for affected employees, in consultation with the employee and relevant support services.

6. Colleague Responsibilities

Colleagues are expected to:

- Respect the privacy and confidentiality of employees experiencing domestic violence.
- Provide support and understanding to affected employees, as appropriate.
- Report any concerns or incidents related to domestic violence to a manager or human resources, as necessary.

7. Support Measures

ITAC may provide additional support measures for employees experiencing domestic violence, including but not limited to:

- Flexible work arrangements, where possible.
- Access to confidential counselling services.
- Assistance in developing a safety plan, in consultation with relevant support services.

8. Training and Awareness

ITAC will provide training and awareness programs for employees and managers to promote understanding and support for employees affected by domestic violence.

9. Policy Review

This Domestic Violence Support Policy will be reviewed periodically to ensure it remains current, effective, and compliant with relevant legislation and best practice guidelines. Any changes to the policy will be communicated to all employees.
