



Support for Team Members Affected by Domestic and Family Violence

Policy statement

Australasian Leadership Academy Pty Ltd (ALA) is strongly committed to providing a healthy and safe working environment for all. It is recognised that some of us may experience difficult situations in both our work and personal life, such as domestic and family violence (DFV), that may affect attendance, work performance or safety.

DFV occurs when one person in a relationship uses violence or abuse to maintain power and control over the other person. This can include behaviour that is physically, sexually, emotionally, psychologically or economically abusive, threatening, coercive or aimed at controlling or dominating the other person through fear.

DFV can affect people of all cultures, religions, ages, genders, sexual orientations, educational backgrounds, and income levels.

Australasian Leadership Academy is dedicated to ensuring all team members are provided with a safe and enjoyable working environment and are committed to providing appropriate safety and support measures.

All team members have a responsibility to model the ALA values, which includes behaving in a way that promotes a work environment free from any form of violence and supporting those who are affected by DFV.

Application

This policy applies to:

- any Australasian Leadership Academy employee, volunteer, student, contractor, consultant, or anyone who works in any other capacity.

Effective date

11th November 2021

Policy

Confidentiality and disclosure

This policy does not override any legal obligations to disclose information.

Information disclosed in relation to DFV will be kept confidential, except to the extent that disclosure:

- is required or permitted by law, or
- is necessary to support the team member in the workplace.

Awareness raising and capability development

Australasian Leadership Academy agrees to:

- a) promote team member awareness of the DFV policy, support options and advice available
- b) make available and promote an online awareness raising program, *Recognise, Respond, Refer: Domestic Violence and the Workplace* (or equivalent).
- c) develop and maintain organisational capability to respond supportively to team members affected by DFV, such as face-to-face training for managers.

Support options available

There are a number of support options available to assist team members affected by DFV.

Support for work performance and attendance

- a) Work performance or attendance may be influenced by factors not connected with work. Team members will be supported and encouraged to raise concerns about their personal circumstances, including whether DFV is a contributing factor to work performance and attendance.
- b) It may also be necessary to include additional support and provide reasonable workplace and role adjustments for a period of time.

Responsibilities

Leaders/managers/facilitators will:

- a) model the ALA values, including behaviour in a way that promotes a work environment free from any form of violence
- b) actively participate in DFV workplace learning and development activities to effectively communicate with and to provide support to team members affected by DFV

- c) sensitively communicate with team members affected by DFV and maintain confidentiality subject to legal disclosure obligations
- d) take prompt and appropriate action to support team members affected by DFV, including risk management and safety planning
- e) ensure appropriate levels of support are provided to team members affected by DFV
- f) ensure team members are aware of available support options, including nominated officers to seek support from as appropriate
- g) ensure appropriate management of work performance and monitoring of attendance issues, while being mindful of the potential impacts of DFV.

Related information

- [Domestic and Family Violence Protection Act 2012](#)
- *Work Health and Safety Act 2011*
- *Industrial Relations Act 2016*
- *Human Rights Act 2019*