

EXTRACT

42. Family violence leave

- 42.1 The University recognises that employees may sometimes experience situations of violence or abuse in their personal life that may affect their attendance or performance at work. The University is committed to providing support to employees who experience domestic violence.
- 42.2 The University accepts the definition of domestic violence as provided by the Family, Violence Protection Act 2008 (VIC) and recognises that it includes physical, sexual, financial, verbal or emotional abuse by a family/household member.
- 42.3 Any personal information provided in relation to situations of domestic violence shall be kept confidential. An employee may disclose that they are experiencing family violence to their direct line of management or Human Resources.
- 42.4 Employees experiencing family/domestic violence are entitled to up to twenty (20) days paid leave per calendar year to attend to medical appointments and legal proceedings, seek safe housing and other activities linked to dealing with domestic violence.
- 42.5 In addition to the entitlement in sub-clause 42.4 the University will offer employees experiencing family/domestic violence a broad range of support. This includes where appropriate:
- a) access to personal leave, annual leave or leave without pay once the twenty days leave has been exhausted;
 - b) changes to hours of work and other appropriate flexible working arrangements, including changes to working times;
 - c) changing work location, agreed alternative duties, telephone number or email address; and
 - d) additional leave with pay which may be available upon application to the Director, Human Resources.
- 42.6 Supporting evidence of dealing with domestic violence may be required by the University and may take the form of a document issued by the police service, a court, a medical practitioner, a domestic violence support service or lawyer, or a counselling professional. A signed statutory declaration may also be accepted as evidence.
- 42.7 An employee experiencing family violence leave will be offered access to the Employee Assistance Program (EAP) and/or other available local support resources.

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