

## NAG 3—Personnel

### Domestic Violence Leave Policy

#### Rationale

Staff who have been affected by domestic violence, no matter how long ago are entitled to paid leave of absence, as per the relevant legislation.

#### Purpose

To support staff affected by domestic violence.

#### Guidelines

- a) When considering applications for domestic violence leave, the Board of Trustees must ensure that all applications are treated equitably and fairly and confidentiality must be maintained.
- b) Evidence of domestic violence may be required.
- c) The eligibility criterion within the Act must be followed and where staff are not eligible, the provisions of the discretionary leave policy should be used.
- d) Counselling support should be offered to the employee
- e) Approvals
  - the Principal may approve applications for domestic violence leave for periods of up to 10 working days in a calendar year as specified in the Act.
  - Any leave beyond 10 working days should be treated in the same way as discretionary leave.

Adopted	<u>July 2019</u>
Chairperson	_____
Review date	<u>July 2022</u>