



# DOMESTIC AND FAMILY VIOLENCE STAFF SUPPORTS

## Information for Managers

It is a concerning statistic to note that one in five Australian women, and one in 16 Australian men have, since the age of 15, experienced physical or sexual violence from a partner (ABS, 2016). The actual incidence of this kind of violence however is likely to be much greater.

Domestic and family violence means violent or threatening behaviour, or any other form of behaviour, that coerces or controls a family member or causes that family member to be fearful. It extends beyond physical violence and may involve the exploitation of power imbalances and patterns of abuse over many years.

Western Sydney University is dedicated to ensuring the health, safety and well-being of all its staff and students, and as such seeks to support our University community by providing access to information and support, and facilitating opportunity for continued engagement in work and study.

### COUNSELLING SUPPORT

The [Employee Assistance Program \(EAP\)](#) offers a confidential counselling and support service which is available to all our staff, including related family members at no cost. Staff who disclose a matter of domestic and family violence should be encouraged to access the service via [AccessEAP](#) or phoning 1800 818 728. If a student discloses that they are affected by domestic or family violence, they should be referred to the University's [Counselling Service](#).

Further information on additional and external supports and resources for individuals experiencing domestic or family violence is also available on the University's [Domestic and Family Violence webpage](#).

### ADJUSTMENTS TO WORKING ARRANGEMENTS

#### Leave options

A staff member who is experiencing domestic or family violence may access up to **10 days paid Domestic and Family Violence Leave per year**, and any other paid or unpaid leave available to them for the purpose of attending appointments, making relocation or safety arrangements, or other activities related to their circumstances. The University may grant additional paid Domestic and Family Violence Leave to a staff member based on the individual circumstances of their request.

A staff member supporting a family member experiencing domestic or family violence may also request leave without pay and/or apply for personal leave for that purpose.

Further information on leave options can be found in the relevant [Staff Agreement](#), or can be provided by your local [HR Advisor](#).

#### Flexible work options

WSU understands that certain personal circumstances may create additional challenges for staff. A staff member experiencing, or supporting an immediate family member experiencing, domestic or family violence has the right to request a change in their working arrangements under the [Fair Work Act](#).

Some examples of flexible work options that may be requested include:

- Adjusting start and finish times to accommodate safety considerations
- Requesting a flexible working arrangement in accordance with the applicable enterprise agreement
- Adjusting on-campus locations.

Our [Workplace Flexibility Policy](#) provides further details on requesting flexible work options, and related responsibilities for managers/supervisors.



### Safety and Security

The safety of our staff and students must be considered as a priority. If there is a threat of harm to any individual at work or on campus as a result of a domestic or family violence matter, either through phone or email contact or in person, advice should be sought from Campus Safety and Security. If there is an immediate life threatening situation call the NSW Police on 000, and then notify Campus Safety and Security if time permits on 1300 737 003.

If a staff member expresses concern for their safety due to a domestic and family violence matter other possible safety precautions that may be available include the removal of contact information from the Staff Directory, arranging a **security** escort to and from vehicles, and any other safety measures as appropriate to the individual circumstances. These options should be discussed with the appropriate **Senior HR Partner**.

## MANAGERS ROLE IN SUPPORTING STAFF

- Any disclosure by a staff member of circumstances relating to domestic and family violence should be treated as confidential, with respect of the staff member's right to privacy, except in circumstances where there is a risk to the health and safety of the individual, or to other staff members, or when there is a legal obligation to disclose.
- A manager/supervisor supporting a staff member who is experiencing domestic or family violence should seek advice from OHR in the first instance, and may also seek support from the Office of Equity and Diversity and/or the Manager Support Hotline available through **AccessEAP**.
- On disclosure of a domestic or family violence matter, a manager/supervisor should advise the staff member of the **Domestic and Family Violence Policy**, and related entitlements and refer the staff member to the appropriate **HR Advisor**, or the Executive Director OHR.
- Managers/supervisors should encourage affected staff member/s to access the **EAP Program**. Further information is available via the **Employee Assistance Program Policy**.
- A manager/supervisor concerned about the on campus safety of a staff member who is experiencing domestic and family violence should inform the OHR and seek advice from Campus Safety and Security.

## QUESTIONS AND ASSISTANCE

- Managers can seek advice from their **Senior HR Partner**.
- Staff affected by domestic and family violence should be directed to contact their **HR Advisor**, or the Executive Director OHR.

## MORE INFORMATION

Family and Domestic Violence Support Policy:

<https://policies.westernsydney.edu.au/document/view.current.php?id=330>

Domestic and Family Violence webpage:

[westernsydney.edu.au/equity\\_diversity/equity\\_and\\_diversity/gender\\_equality/family\\_and\\_domestic\\_violence](https://westernsydney.edu.au/equity_diversity/equity_and_diversity/gender_equality/family_and_domestic_violence)

Respect.Now.Always

<https://www.westernsydney.edu.au/respectnowalways>

Workplace Flexibility Policy:

<https://policies.westernsydney.edu.au/document/view.current.php?id=137>

Flexible Work Options:

[westernsydney.edu.au/people\\_and\\_culture/opc/your\\_employment/flexible\\_work\\_options](https://westernsydney.edu.au/people_and_culture/opc/your_employment/flexible_work_options)

[westernsydney.edu.au/equity\\_diversity/equity\\_and\\_diversity/gender\\_equality/flexible\\_working\\_arrangements](https://westernsydney.edu.au/equity_diversity/equity_and_diversity/gender_equality/flexible_working_arrangements)

Enterprise Agreements

[westernsydney.edu.au/human\\_resources/ohr/uws\\_enterprise\\_agreements](https://westernsydney.edu.au/human_resources/ohr/uws_enterprise_agreements)