



Employee Domestic Violence (DV) Policy

1. INTRODUCTION

Charles Sturt Campus Services (CSCS) promotes the identification, evaluation, treatment and safe disposition of all persons who are or may be victims of domestic violence. CSCS recognises that employees may be victims of domestic violence themselves and that living in such a relationship can interfere with work efficiency, attendance and job retention. We are committed to creating a supportive workplace environment in which employees feel safe and comfortable seeking assistance for domestic violence concerns.

2. SCOPE

This Policy applies to all CSCS employees, Permanent, Part Time and Casual

3. PURPOSE

1.1 CSCS is committed to supporting employees experiencing domestic and family violence.

1.2 To assure that employees of CSCS who are or may become victims of domestic violence are appropriately identified and served.

4. Guidelines

1.1 Awareness of possible signs of DV:

- Bruises, especially if frequent or in various stages
- Excessive tardiness
- Decreased job performance
- Unkempt, dishevelled appearance
- Suicidal or homicidal thoughts
- Fear, anxiety, depression,
- Difficulty making decisions alone
- Intense startle reactions
- Chronic headaches, abdominal pains or pelvic pain
- Recurrent muscle aches
- Recurrent bladder or vaginal infections as reported by the employee
- Increased use of sick time/ unexplained absences
- Increased use of drugs and alcohol
- Eating or sleeping disorders
- Vague, nonspecific medical complaints
- Significant other calls or comes by workplace frequently
- Harassing phone calls to the workplace
- Changes in behaviour and work performance
- Preoccupation/lack of concentration

1.2 Encourage victims to seek assistance:



Campus Security
Employee Assistance Program – Optum


1.3 Treat employees with dignity, respect, and compassion and with sensitivity to age, culture, ethnicity and sexual orientation and as with any other personal concern of an employee's, take great care to treat domestic violence with this same confidentiality

5. LEAVE

Unpaid family or domestic violence leave will be available in the event that the employee needs to do something to deal with the impact of the family and domestic violence and it is impractical for them to do it outside their ordinary hours of work. Five days of unpaid leave will be available at the commencement of each 12 month period rather than accruing progressively during a year of service. The leave will not accumulate from year to year. Staff must follow CSCS procedures when applying for Leave.

6. SIGN OFF

Company Representative:

Signed:  Date: 08-08-2018

Name: Martin Dooner Position: General Manager