

FAMILY VIOLENCE POLICY



1.0 OVERVIEW

Domestic and family violence leave is available to Melbourne Victory Limited (**Melbourne Victory, Victory, Club**) employees experiencing domestic or family violence in order for them to take steps to minimise harm and to deal with the impacts of the violence. Such time may be required in order to make safety or alternative accommodation arrangements, or for medical, police or legal assistance, court appearances, or counselling.

2.0 SCOPE

All employees who are experiencing or have experienced domestic or family violence are entitled to apply for Domestic and family violence leave. Application for leave may also be made by an employee who is caring for someone who is experiencing or who has experienced domestic or family violence.

3.0 DEFINITION

Domestic and family violence covers acts of violence between people who have, or have had, a domestic or co-habitation relationship with each other. The abuse may be actual or threatened, and may be physical, sexual, emotional or psychological.

4.0 APPLICATION

An employee who is experiencing or has experienced domestic or family violence is encouraged to use the counselling services provided through the Employee Assistance Program (EAP).

Alternatively, the employee may wish to raise the matter with their Manager, or the People & Culture Manager. In each case the information will be treated on a strictly confidential “need-to-know” basis, and in the interests of the employee’s safety and welfare. In cases where there is a risk to the safety of the affected employee or to other employees or persons in the workplace (for example, where there is a concern that the perpetrator could potentially come into the workplace) there may be a need to consult with relevant responsible persons. Where this is the case, information will be restricted to the minimum required in order to maintain workplace safety.

Following discussion with the Manager, application for leave should be made formally, for confidentiality and privacy reasons, it is recorded under the prime category of Special Leave.

5.0 APPROVAL

Up to 10 days of leave in any twelve-month period may be approved by the line manager (in consultation with their General Manager). Additional amounts may be approved by their General Manager on an as-required basis appropriate to the specific circumstances.

The Manager will advise if and in what form any evidence or substantiation is required (for example, relevant a medical certificate, documents issued by the police or a court, a statutory declaration etc.).

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6.0 OTHER SUPPORT

The Club is committed to supporting its people when they are or have been subjected to domestic and family violence. Practical support on a temporary or longer-term basis may be available through Melbourne Victory Football Club's Flexible Work Arrangement initiatives.

7.0 RETURN TO WORK

On or before return to work, an employee who has been or remains subject to domestic or family violence should discuss with their Manager, any ongoing concerns or issues that may affect the workplace or colleagues. If appropriate, an agreed plan to minimise potential harm or risk will be developed.

If the absence involved a medical certification identifying any conditions for return, then a medical clearance may be required before returning to work.

8.0 RELATED DOCUMENTS

- Flexible Working Policy