



HR-626 Family Violence Policy

Human Resources

Applies to	Date last reviewed and version No.	Next review date
All VACCA board members and staff	September 2024 V 2.1	September 2027

1.0 Purpose

This policy sets out VACCA's approach and commitment to providing support for both clients and employees who experience family violence, or employees who may be supporting a person experiencing family violence.

Our approach to family violence is tied to our organisational principles of the best interests of the child, self-determination, culture, and healing.

All Board Members and staff will need to be familiar with and follow the policy.

2.0 Definitions

Refer to VACCA's Definitions [page](#) for complete list of VACCA definitions.

Term	Definition
Family Violence	The use of violent, threatening, coercive or controlling behaviour between family members. A family member may be a member of a kinship network or a current or previous intimate partner. Behaviour may include physical assaults, direct or indirect threats, sexual assault, emotional and/or psychological torment, economic control, property damage, social isolation and/or cultural or spiritual abuse.
Workplace	For the purpose of this policy refers to all locations where VACCA delivers services and any sites where individuals supported by VACCA reside or visit. Also includes Work from Home arrangements.
children	All children and young people under the age of 18 years.
VACCA staff	Includes employees, fixed term employees, students, volunteers and agency staff.

3.0 Policy Statement

Commitment

3.1 VACCA understands family violence in the Aboriginal community, must be viewed and understood, through the impacts of colonisation and dispossession and intergenerational trauma. In addition, it must be understood through the lens of self-determination and a trauma-informed approach.

3.2 VACCA also recognises children and young people as a person affected and/or impacted by family violence in their own right. As such we will ensure that staff align to the [MARAM Framework's](#) legislative responsibilities.

3.3 VACCA staff will treat all reports and disclosures of family violence seriously and sensitively.

3. VACCA takes privacy seriously and maintains processes and systems to ensure that privacy and confidentiality is maintained. It is also the responsibility of VACCA staff to ensure the protection and confidentiality of the personal information they collect, use and disclose in line with VACCA's [Privacy Policy](#) and [Confidentiality Policy](#).

Support for children, families and the community

3.5 VACCA provides programs aimed at breaking the cycle of family violence. Through these programs we support Aboriginal children and their families to heal and live safely in the community.

3.6 VACCA family violence programs deliver community outcomes through Cultural Therapeutic Ways, to connect, heal and protect.

3.7 All VACCA staff, including non-client facing staff, must ensure they complete MARAM training, as appropriate for their role, utilising VACCA's [Tiers of Responsibility](#).

Support for staff experiencing family violence

3.8 VACCA is strongly committed to providing a healthy and safe working environment for all employees, free from family violence.

3.9 A range of supports are available for staff experiencing family violence. Through these supports we aim to empower our staff through their journey of healing and recovery.

3.10 VACCA's commitment to staff includes a non-judgmental approach. All VACCA staff should feel safe and supported to disclose family violence.

3.11 If a VACCA staff member chooses to engage in a VACCA Family Violence program the staff member will be referred to a program outside of the region where the staff member works. This is in the best interest of the staff member and to maintain conflict of interest, confidentiality

and brokerage requirements. A VACCA staff member experiencing family violence may also choose to work with another ACCO or Community Service Organisation and not receive services from VACCA.

3.12 VACCA also recognise employees sometimes face difficult situations in their work and personal life, such as family violence, that may affect their attendance, performance at work or safety.

3.13 We have in place processes to ensure our staff can receive support in a safe and confidential way.

3.14 Supports available for our staff include;

- family violence leave,
- counseling services (EAP),
- VACCA Family Violence Work Safety Plan, and
- family violence support referrals.

3.15 VACCA has obligations to report allegations of child abuse (and other child-related misconduct) made against our staff, under the [Reportable Conduct Scheme](#) and/or make a report to Child Protection.

Further detail about Family Violence supports and potential conflict of interest are detailed in the [HR-625 Family Violence Leave Procedure](#).

4.0 Monitoring and Review

This policy will be regularly reviewed and updated as necessary to ensure its continued effectiveness and compliance with regulatory requirements.

5.0 Key Legislation and Related Documents

Board Members, staff and suppliers are required to comply with all relevant legislation, standards and policies including, but not limited to the following:

Accreditation Standards	National Employment Standards (NES)
Legislation	Family Violence Protection Act 2008 (Vic) Privacy Act 1988 (Cth) Privacy and Data Protection Act 2014 (Vic) Fair Work Act 2009 (Cth) Children, Youth and Families Act 2005 (Vic)
Related documents and resources	HR-625 Family Violence Leave Procedure HR-628 Leave Entitlements Policy and Procedure GOV-214 Conflict of Interest Policy INFO-708 Privacy Policy

[INFO-709 Confidentiality Policy](#)
[MARAM Resource Hub \(Intranet\)](#)

6.0 Review and Approval

Frequency	Document Owner	Date Approved
12 months	Director Client Services & Practice Development	September 2024