

Policies	POL 38	 
FAMILY & DOMESTIC VIOLENCE LEAVE POLICY		

PURPOSE

Consolidated Group of Companies is committed to supporting employees who experience family and domestic violence by providing access to paid leave in accordance with the Fair Work Act 2009 (Cth).

This policy ensures employees can take leave to address situations involving family and domestic violence where it is impractical to do so outside of work hours, including to seek safety, support, or legal assistance.

For the purpose of this entitlement, a close relative includes:

- A spouse or de facto partner (including a former spouse or de facto partner)
- A child, parent, grandparent, grandchild, or sibling
- A child, parent, grandparent, grandchild, or sibling of the employee's spouse or de facto partner
- A person related to the employee according to Aboriginal or Torres Strait Islander kinship rules

ENTITLEMENT

All employees of Consolidated Group are entitled to 10 days of paid Family and Domestic Violence Leave in each 12-month period, in accordance with the Fair Work Act.

This entitlement:

- Is available in full at the start of each 12-month period
- Resets to 10 days on the anniversary of the employee's commencement date
- Does not accumulate from year to year
- Is available to full-time, part-time, and casual employees

WHEN LEAVE MAY BE TAKEN

Family and Domestic Violence Leave may be taken where an employee is experiencing violent, threatening, or other abusive behaviour by:

- A close relative
- A member of their household
- A current or former intimate partner
- and the behaviour seeks to coerce or control the employee and causes harm or fear.
- Leave may be taken when it is impractical to deal with the matter outside of ordinary working hours.

Examples include (but are not limited to):

- Making arrangements for the safety of the employee or a family member (including relocation)
- Attending court hearings or legal proceedings
- Accessing police or emergency services

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- Attending counselling or support services
- Attending medical, financial, or legal appointments related to family and domestic violence

NOTICE AND EVIDENCE

Employees must provide notice to the employer as soon as reasonably practicable, which may be before or after the leave has commenced, and advise the expected duration of the leave.

Consolidated Group may require evidence that would satisfy a reasonable person that the leave was taken for a purpose covered by this policy.

Acceptable evidence may include (depending on the circumstances):

- A document issued by police
- A court document
- A document issued by a family violence support service
- A statutory declaration

CONFIDENTIALITY

Consolidated Group will take all reasonable steps to ensure that any information disclosed in relation to Family and Domestic Violence Leave is treated confidentially and securely.

Information will only be disclosed where:

- Required by law, or
- Necessary to protect the safety of the employee or others
- This policy does not override any legal obligations to disclose information.

COMMITMENT

Consolidated Group is committed to complying with all Fair Work requirements and supporting employees affected by family and domestic violence in a respectful, lawful, and confidential manner.

Approved



Theo Tsorvas

Director

Date 13.12.2025