

Domestic Abuse Policy

Objective

This policy applies to employees, workers and contractors. The Company wishes for all staff to be comfortable in being themselves at work, and to provide a safe working environment.

The purpose of this policy is to detail the support available to you from the Company if you are experiencing domestic abuse, or are suffering the effects of previous abuse. This policy also details how signs of domestic abuse may be spotted, and how we will deal with any perpetrators.

What is domestic abuse?

Domestic abuse often occurs in relationships, but may also occur between family members. Anyone can experience domestic abuse, which can take many forms, including but not limited to:

- physical violence;
- controlling behaviour; and
- financial, emotional, verbal and/or sexual abuse.

Raising awareness and spotting signs

The signs of domestic abuse, which may include (but are not limited to):

- becoming withdrawn, anxious, isolated, secretive and/or depressed;
- appearing to have a decrease in self-esteem and/or self-confidence;
- changes in appearance;
- a drop in performance;
- more frequent absence and/or lateness;
- spending more time at work out of hours;
- mentioning controlling behaviour in their partner or family member;
- the partner or family member makes regular phone calls and/or visits to the workplace;
- physical signs (such as bruising); and
- excessive drinking and/or substance abuse.

Managers will reach out to the member of staff in these circumstances, to explore how they are, what changes the manager has noticed, what the reasons may be, and offer support.

If you believe that one of your colleagues may be experiencing domestic abuse, please reach out to them if you feel able, and/or seek guidance from your line manager.

To raise awareness of domestic abuse, we may display information posters around the Company premises and/or offer information/ training sessions to managers and staff.

Available support

Where possible, the Company will provide support as you may reasonably require. Examples of the support we may be able to provide include (but are not limited to):

- a safe space for you to discuss the issue;
- ensuring your work environment is safe and secure where reasonably practicable (such as ensuring that you are not working alone);
- allowing you unpaid time off work to seek specialist support;
- being flexible with your working hours, duties and/or workplace, on a temporary or longer-term basis (please also refer to the Flexible Working Policy) where reasonably practicable;
- paying all or some of your wages into different bank accounts;
- diverting phone calls/visits from your partner/family member;
- agreeing code words or signals to flag if you are in danger; and

- signposting you to other organisations who may be able to provide further support and/or involving expert organisations if appropriate.

Please refer to your line manager for initial support, or another manager if you feel more comfortable. All conversations will be confidential, unless the manager believes that there is an imminent threat to life or of harm (when we may need to contact the police).

We will be guided by the support you feel you require where possible, rather than make any assumptions, and will work with you to provide practical and ongoing support, for as long as is reasonably required.

Perpetrators

Where the Company becomes aware that a member of staff is a perpetrator or alleged perpetrator of domestic abuse, we may provide them with support to assist in changing their behaviour, depending on the circumstances. Perpetrators should contact their line manager in the first instance to discuss what support may be appropriate.

However, we recognise that any form of domestic abuse is unacceptable, and reserves the right to treat such conduct, whether it is committed inside or outside of work, as a disciplinary matter, which could result in summary dismissal depending on the circumstances where the perpetrator is an employee. (Where the perpetrator is not an employee then the Company reserves the right to terminate the applicable agreement or contract).

Circumstances that may give rise to disciplinary action or dismissal, in relation to abuse committed outside of work, include:

- where the abuse is linked to work in any way;
- If the Company's trust and confidence in the perpetrator has been destroyed;
- if the abuse undermines the perpetrator's suitability for their role;
- if the perpetrator is unable to perform their role (for example, due to a custodial sentence);
- if the abuse has brought the Company into disrepute.

If the alleged perpetrator and the member of staff making the allegation/survivor both work for the Company, then we may take any of the following steps to support the investigation into the allegations:

- require the alleged perpetrator to undertake different duties, work different hours and/or move to work in a different part of the organisation for the duration of the investigation;
- suspend the alleged perpetrator on full pay for the duration of the investigation, in accordance with the Disciplinary Policy & Procedure;
- agree with the member of staff making the allegation/survivor that they undertake different duties, work different hours and/or move to work in a different part of the organisation for the duration of the investigation.

Data Protection

The Company will process any personal data collected in accordance with its Data Protection Policy. Data collected from the point at which the Company becomes aware of the issue is held securely and accessed by, and disclosed to, individuals only for the purposes of providing the necessary support.

Policy Review and Assessment

This statement may be amended by Interr at any time to take into account changes in legislation and best practice. This policy was last reviewed and agreed by the Board and seeks to be reviewed and updated annually. Any queries arising regarding this policy should be addressed to Mick Tabori.



Mick Tabori - CEO
January 2024