



## Domestic Violence Leave Policy

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Employees are entitled to paid time off ('domestic violence leave') for up to five days in any 12 consecutive months to avail of domestic violence leave.

Employees are not required to give their employer any supporting information or evidence when requesting this leave.

Domestic violence leave will be paid at a rate matching the normal pay of the recipient. The employer will not make any reference to domestic violence leave on an employees payslip.

If an employees **pay changes from week-to-week**, the pay will be the average of pay over the 13 weeks before they are on leave.

The purpose of the leave is to enable an employee who is subjected to domestic violence, or an employee supporting a 'relevant person' to do any of the following:

- a. **Seek medical attention;**
- b. **Obtain services from a victim services organisation;**
- c. **Obtain psychological or other professional counselling;**
- d. **Relocate temporarily or permanently;. Obtain an order under the Domestic Violence Act 2018;**
- f. **Seek advice or assistance from a legal practitioner; g. Seek assistance from the Garda Síochána;**
- h. **Seek or obtain any other relevant services.**

While advance notice of the leave is preferable, in certain emergency circumstances, this may not be possible.

However, an employee should notify their manager of their intention to take or remain on domestic violence or other leave for this purpose as soon as reasonably practicable, and state the expected number of days of leave.

All cases will be dealt with in a confidential manner.