



**Workplace
Domestic
and Family
Violence
Toolkit**

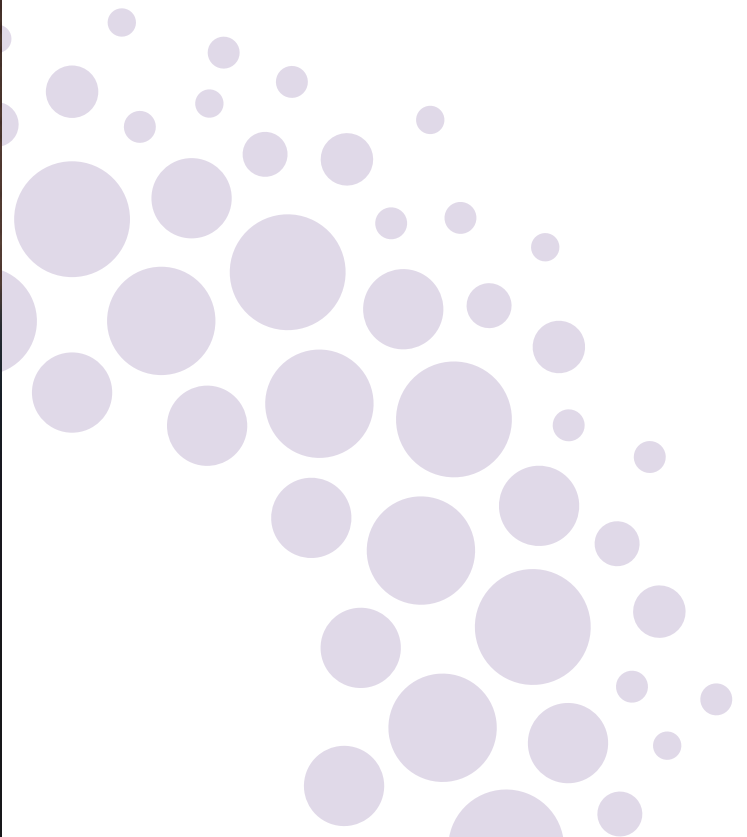


ClubsNSW



Contents

- 1 Introduction
- 2 Understanding Domestic and Family Violence (DFV)
- 3 Policies and Procedures
- 4 Training and Awareness Programs
- 5 Support Resources
- 6 Creating a Supportive Environment
- 7 Resources and References
- 8 Conclusion



1 Introduction

The purpose of this Domestic and Family Violence (DFV) Toolkit is to equip our member clubs with essential resources and guidance to effectively address DFV within the workplace. As a vital hub and connection point for the community, the club industry has a unique opportunity to create a safe and supportive environment for all employees and members. This Toolkit aims to provide best practices and practical strategies for recognising, responding to and preventing DFV, ensuring that clubs can support those affected, and promote a culture of respect and safety for everyone involved.

Scope

This DFV Toolkit is designed for ClubsNSW's 1000-plus member clubs, who support approximately 75,000 direct and indirect jobs across the state, and serve a diverse community of 5.6 million club members.

The primary target audience includes:

1. Club Management and Leadership Teams

This Toolkit offers essential guidance for club leaders to formulate and implement effective DFV policies, ensuring a proactive approach to creating a safe and supportive workplace.

2. Human Resources Departments

HR teams will find resources for training programs, establishing supportive reporting mechanisms, and ensuring compliance with relevant laws and regulations related to DFV.

3. Club Employees

Every club employee is included in this scope, with tools designed to raise awareness about DFV, inform of available resources, and build a culture of safety and support.

Member clubs can use the Toolkit in the following ways:

1. Develop tailored DFV policies.
2. Implement / host training programs about recognising and responding to DFV.
3. Establish support systems for affected individuals.
4. Engage in community and industry efforts to raise awareness around DFV.

By leveraging the Toolkit, clubs can create safer workplaces, and promote a culture of respect and support.

2 Understanding Domestic Violence

Definition

DFV is any behaviour in an intimate or family relationship which is violent, threatening, coercive or controlling, causing a person to live in fear and to be made to do things against their will.

DFV can be perpetrated by a family member, carer, housemate, boyfriend or girlfriend. Sexual violence can occur as part of coercive control, where a perpetrator exerts power and dominance over others using patterns of abusive behaviours over time, to create fear and deny liberty and autonomy.

Statistics

- 1 in 4 Australian women have experienced violence by an intimate partner or family member since the age of 15.
- 1 in 5 Australian women have experienced sexual violence since the age of 15.
- On average, approximately one woman is killed every week by an intimate partner.
- 82% of women who experience violence by a current partner do not report it to the police.
- It is estimated that violence against women and children costs the economy \$26 billion each year nationally, with victim survivors bearing approximately 50% of that cost.

Impact on Workplaces

Employment and Participating Gaps*

- Women experiencing domestic violence face a 5.3% - 9.4% lower employment rate compared to those unaffected, with economic abuse creating the largest disparity (72% employment rate vs 81.4%).
- Over 704,000 employed women aged 18-64 reported partner violence, emotional or economic abuse within the past five years.

Attendance and Productivity Loses*

- Distraction and absenteeism: 16% of affected women report poor concentration, fatigue or illness at work, while 10% require time off.
- Workplace intrusion: 19% experience abuse at work (e.g. harassing calls, emails or physical visits from partners), directly disrupting operations.
- Coercive control: Over 451,000 women report former

partners controlling their employment or earnings, often forcing reduced hours or job exits.

Financial and Organisational Costs*

- Income disparities: Affected women earn up to 60% less than non-affected peers, often due to part-time / casual roles and disrupted work histories.
- Resource misuse: Perpetrators may exploit workplace assets (e.g. phones, emails) for abuse, creating liability risks.

Workplace Morale and Safety Risks*

- Persistent abuse-related stress undermines team cohesion, while incidents of workplace harassment erode psychological safety.

3 Policies and Procedures

For clubs, addressing these impacts requires policies that support flexible work arrangements and partnerships with domestic violence services.

A clearly defined DFV policy is the basic foundation of any club's commitment to safety, respect and community wellbeing. It sets expectations, outlines responsibilities, and provides a consistent framework for recognising and responding to DFV-related concerns. Importantly, the way this policy is introduced and communicated to staff matters—it must be accessible, practical, and reinforced through training and ongoing conversations. When staff understand the policy and feel confident in applying it, clubs are better equipped to support individuals affected by DFV, and foster a culture of care and accountability.

Developing a DFV Policy

Having a clear DFV policy helps clubs to support their staff and community with confidence and care. One important part of this is understanding the legal rights of employees.

As of 2023, all Australian workers are entitled to paid [Family and Domestic Violence Leave](#) (FDVL). This means they can take time off work to deal with DFV-related issues without losing income.

Before this change, employees could access five days of unpaid leave, which had been in place since 2018. Updating your club's policy to reflect these changes ensures staff know their rights and feel supported if they ever need help.

A DFV leave policy template can be accessed [here](#).

4 Training and Awareness Programs

Why DFV Training Matters

Implementing DFV training within clubs is a vital step in creating safer, more informed communities. Clubs are often trusted spaces where staff interact closely with members and the public—making them well-positioned to recognise signs of DFV and respond appropriately. By equipping staff with the knowledge and tools to recognise, respond and refer, clubs can play a meaningful role in prevention and early intervention. Regular training also fosters a culture of awareness, empathy and accountability, ensuring that support is not only available, but confidently and compassionately delivered.

Workshops

Clubs should offer training sessions for staff on recognising the signs of domestic violence and proper response techniques (recognise, respond, refer).

Information Sessions

Regularly schedule meetings to discuss domestic violence awareness and prevention strategies. As a guide, this should include:

- Initial team training (all staff).
- Onboarding as part of induction.
- Annual refreshers.

List of Providers

- ClubsNSW offers DFV workshops for employees and managers. To learn more, refer to the contact page.
- Our Watch Institute
www.ourwatchinstitute.org.au
- 1800RESPECT
1800respect.org.au/training-professional-development
- Lifeline
www.lifeline.org.au/get-involved/workplace-and-community-training/landing-page-domestic-and-family-violence/

5 Support Resources

When implementing DFV initiatives, it's essential to provide access to reliable support resources. These resources will

ensure that staff and patrons are not only informed, but also supported when navigating sensitive and potentially distressing situations.

Whether through an Employee Assistance Program (EAP) or external specialist services, having clear pathways for help reinforces a club's commitment to safety, wellbeing and community care.

Support resources empower individuals to take action confidently, knowing they are backed by professional guidance and compassionate systems.

Community Resources

The following list of local and national organisations provides support for victims of domestic violence, including counselling and accommodation:

- [1800RESPECT](#): 1800 737 732
Provides national domestic, family and sexual violence counselling and information.
- [Full Stop Australia](#): 1800 385 578
One of the country's leading sexual, domestic and family violence response and recovery services.
- [No To Violence – Men's Referral Service](#): 1300 766 491
Support for men who use violence to change their behaviour.
- [13YARN](#): 13 92 76
Crisis support line for Indigenous Australians.
- [Lifeline](#): 13 11 14
A national charity providing all Australians experiencing a personal crisis with access to 24-hour crisis support and suicide prevention.
- [Kids Helpline](#): 1800 55 1800
Australia's only free 24/7, confidential and private counselling service specifically for children and young people aged 5 to 25 years.

Organisations that provide specific guidance on accessing legal support and understanding employees' rights include:

- [Domestic Violence Legal Service](#)
- [Legal Aid NSW – Domestic and Family Violence](#)

6 Creating a Supportive Environment

Building a supportive environment is one of the most impactful steps a club can take when addressing domestic and family violence (DFV). It's not just about policies and procedures,

it's about creating a culture where people feel safe, respected and heard.

When staff know they're supported, they're more likely to speak up, seek help and offer help to others. This kind of environment encourages empathy, reduces stigma and ensures that DFV initiatives are not just implemented, but embraced.

Clubs have a unique opportunity to lead by example, and show their communities that safety and wellbeing are a shared priority.

The [Guide to Uplifting Workplace Responses](#) invites you to raise your club's response to people experiencing domestic, family and sexualised violence through insight-informed design.

Community Engagement

Ending domestic and family violence requires a whole-of-community approach and clubs have a vital role to play. By actively engaging with local DFV experts and organisations, clubs can build strong support pathways and create meaningful collaborations that extend far beyond their own walls.

These partnerships help ensure that staff and patrons have access to trusted services, expert advice and coordinated care. When clubs work together with community partners, they become part of a broader movement—one that's focused on prevention, early intervention and lasting change. Together, we can create safer communities where everyone feels supported and empowered.

Here are some ways you can do this:

Host Awareness Events

Partner with local DFV organisations to hold community forums, guest speaker nights or panel discussions. Use club spaces for awareness campaigns during DFV-related dates (e.g. 16 Days of Activism).

Collaborate on Fundraising Initiatives

Organise charity events, raffles or donation drives to support local DFV services. Offer club sponsorships or in-kind support for shelters or counselling services.

Create Referral Pathways

Establish formal referral relationships with local DFV

organisations so staff can confidently connect patrons or colleagues to support.

Invite Experts for Staff Training

Bring in DFV professionals to deliver tailored workshops or Q&A sessions for club staff.

Promote Local Services

Display brochures, posters and contact details of DFV support services in visible areas of the club. Include DFV resources in newsletters or on the club's website.

Support Community Campaigns

Participate in or co-host community walks, vigils or awareness campaigns. Encourage staff and members to wear symbolic items (e.g. ribbons) to show support.

Build Long-Term Partnerships

Develop ongoing relationships with DFV organisations through regular meetings, shared goals and collaborative planning.

Engage with Local Councils and Networks

Join local DFV action groups or community safety committees to stay informed and involved.

7 Resources and References

When implementing DFV initiatives, it's essential to provide access to reliable support resources. These resources will ensure that staff and patrons are not only informed, but also supported when navigating sensitive and potentially distressing situations.

To support clubs in implementing effective DFV initiatives, this section brings together key resources, tools and reference materials designed to make it easier for clubs to take action, stay informed and connect with expert support when needed.

Toolkit Appendices

Template for DFV Policy can be accessed [here](#).

Further Reading

A list of articles, books and research papers for deeper understanding:

- [Working together to address domestic, family and sexual violence: NSW Women's Safety Commissioner Strategic Plan 2024–2027](#)

- [Pathways to Prevention: NSW Strategy for the Prevention of Domestic, Family and Sexual Violence 2024-2028](#)
- [Insight Exchange – Guide to uplifting workplace responses to domestic, family and sexualised violence](#)
- [The Cost of Domestic Violence: A report into domestic violence and its cost to women's employment & education](#)

8 Conclusion

ClubsNSW is deeply committed to addressing the issue of domestic and family violence, and its profound impact on individuals and workplaces. We recognise that domestic violence can affect anyone and that it is our responsibility to create a safe and supportive environment for all employees and members.

Through the implementation of this DFV Toolkit, we aim to empower our member clubs with the necessary resources, policies and training to effectively support those affected by domestic violence. We are dedicated to fostering a culture of awareness, respect and safety within our industry, ensuring that every individual has access to the support they need.

Together, we can make a significant difference in the lives of those impacted by domestic violence, and work towards a future where our workplaces are free from harm and filled with compassion.

Sources (Pg.4)

- * Source: *the cost of domestic violence to women's employment* – [annesummersresearch.com](https://www.annesummersresearch.com)
- * Source: *the facts about domestic and family violence* – [championsofchangecoalition.org](https://www.championsofchangecoalition.org)
- * Source: *the cost of domestic violence to womens employment* – [annesummersresearch.com](https://www.annesummersresearch.com)
- * Source: *the facts about domestic and family violence* – [championsofchangecoalition.org](https://www.championsofchangecoalition.org)
- * Source: *family and domestic violence* – [wgea.gov.au](https://www.wgea.gov.au)



For questions or additional support related to this Toolkit, please contact:

Arely Carrion,
Head of Social Impact
E: acarrion@clubsnsw.com.au
P: 0458 825 816



ClubsNSW