

- Respectful
- Relationships
- Education

Guide for Staff Responding to Family and Domestic Violence Disclosures

This guide has been developed for staff responding to family and domestic violence disclosures in their school community, and for schools updating relevant policies and procedures.

The content has been adapted from the Our Watch Workplace Equality and Respect **Responding to Disclosures** Practice Guidance document, which can be accessed at:

www.workplace.ourwatch.org.au/resource/practice-guidance-responding-to-disclosures

Please note that this guide is not intended for child and student disclosures. The relevant Western Australian Department of Education procedures for student disclosures can be accessed via IKON or via the Department of Education website.

If a community member, child or another person is in immediate danger, they should call 000

If you require an after-hours response to concerns for a child's safety or wellbeing, call Crisis Care - 1800 199 008

- Respectful
- Relationships
- Education

How do I respond?

Disclosures can happen in different ways, and while there is no one way to respond, it is important that the person making the disclosure feels safe, supported and respected, and is provided with information about available resources and assistance. A list of national and local resources is available at the end of this document.

Know your role

If you are concerned for someone's current safety then it is important to consider helping them to act, but not force them to do so. People may not be ready to act, or think that by acting they may become more unsafe. It's important to trust their judgment about this and not override them.

Where you have reason to believe there is risk to a child, the Department of Education's mandatory reporting policies come into effect. If you have reason to believe someone is at serious risk, discuss with a senior staff member.

What do I say?

It can be useful to have some key phrases in mind to express empathy, withhold judgement and show support. Here are some examples:

Are you feeling safe at the moment? Do you feel it is safe for you, and your children, to go home? You can contact the police in an emergency on **000** or **1800RESPECT** for specialist information and services - Would you like to use the office phone to do this?

Thank you for sharing this information with me, it must have been difficult. I would like to make sure you know where you can get support from trained people. Can I provide you with contact details for **1800RESPECT**?

What you choose to do with this information is up to you, but I can provide you with contact details for a free specialist service you can contact if you need to.

Do you have contact details for any specialist services? If you grab a pen and paper I can provide them to you.

I want to make sure that you are able to speak to a specialist if you need to; **1800RESPECT** is the national sexual assault, domestic and family violence counselling service.

Get support

Disclosures can be upsetting or disturbing. If needed, access supports within your school, or through the Department of Education's Employee Assistance Program delivered by People Sense via **1300 307 912** or hello@peoplesense.com.au

- Respectful
- Relationships
- Education

National Services and Supports

**National Sexual Assault, Domestic and Family Violence
Counselling, Information and Support Service (24 hours)**

www.1800respect.org.au

1800RESPECT (1800 737 732)

Lifeline (24 hours)

www.lifeline.org.au

or **13 11 14**

Kidsline (24 hours)

www.kidshelpline.com.au

or **1800 55 1800**

MensLine (24 hours)

www.mensline.org.au

or **1300 789 978**

Statewide Services and Supports

Women's Domestic Violence Helpline (24 hours)

1800 007 339

Men's Domestic Violence Helpline (24 hours)

1800 000 599

Centre for Women's Safety and Wellbeing Online Directory

www.cwsw.org.au/directory