





## Family and domestic violence support for team members

At Ryman, we are committed to doing all that we reasonably can to support our team members who are experiencing family and domestic violence. We have a variety of support initiatives available for team members who may be experiencing family and domestic violence.

### Family and domestic violence policy

Our policy can be viewed in the Ryman Library.




### Professional support, guidance and counselling

You can contact our occupational counselling program (OCP) on 0800 377 990 to access specialised support, guidance and counselling. This will be funded by Ryman to a discretionary amount.

### Family and domestic violence leave

You may take family and domestic violence leave if you are experiencing family and domestic violence. You can apply for up ten days' paid leave per year.

#### Family and domestic violence leave may be used for:

-  Counselling/medical appointments
-  Legal proceedings
-  Other activities as a consequence of family and domestic violence (e.g. moving house).

Support may be provided in addition to the minimum entitlements as above on a case by case basis.

To apply for family and domestic violence leave please speak directly to your Village Manager. This leave does not go through ESS, your Village Manager will arrange for this leave directly with Payroll.

## Confidentiality

All situations and information relating to Family and Domestic Violence will be handled with discretion and confidentiality. No information will be kept on your file, or shared without your permission.

Family and domestic violence leave is coded discreetly by Payroll.

## Flexible work options

If you are experiencing family and domestic violence you can request a temporary change in your working arrangements for periods of up to two months. For example:

- 🍃 Changes to hours or patterns of work
- 🍃 Relocation to a suitable environment e.g. a new work site or a secure workspace within the same site
- 🍃 Job redesign or changes to duties

You may request other changes that can be permanent. For example a change to your work email address or telephone number.



## Support services

If you are unsure about the first steps, please speak to your Manager or the HR team on **0800 588 222**. We are here to help you. If you are experiencing family and domestic violence please talk to us so that we can support you.

### **Confidential feedback line**

Phone: 0800 838 919

Text: +64 27 234 5234

Email: [confidential@rymanhealthcare.com](mailto:confidential@rymanhealthcare.com)

### **OCP – Occupational Counselling Programme**

0800 377 990

### **Shine Helpline**

(7 days 9am to 11pm)

0508 744 633

[www.2shine.org.nz](http://www.2shine.org.nz)

### **Women’s Refuge Crisis line (24/7)**

0800 REFUGE

[www.womensrefuge.org.nz](http://www.womensrefuge.org.nz)

### **Safe-to-talk (24/7)**

0800 044 344

[www.safetotalk.nz](http://www.safetotalk.nz)

### **Family Violence Information Line**

(7 days 9am to 11pm)

0800 456 450

[www.areyouok.org.nz](http://www.areyouok.org.nz)





