

17 February 2023

## Circular to principals of Catholic schools in Victoria

# Family and domestic violence leave Fair Work Act changes

### Main Points

- The *Fair Work Act 2009* (Cth) has been amended to provide paid family and domestic violence leave for employees, including casual employees.
- In addition to the entitlement to paid leave, the Act has been amended to include the following changes relating to family and domestic violence leave:
  - Employers are prohibited from reporting the taking of family and domestic violence leave as a form of leave on an employee's payslip. By no later than **Sunday 4 June 2023**, payslips must refer to family and domestic violence leave as ordinary hours of work, overtime worked, a bonus payment or an allowance.
  - Employers can only report the taking of family and domestic violence leave as paid special or miscellaneous leave on a payslip at the request of an employee.
- Clause 33 of the *Victorian Catholic Education Multi-Enterprise Agreement 2018* (VCEMEA 2018) provides the current entitlements to paid family and domestic violence leave for full-time and part-time employees.
- In addition to the provisions of the VCEMEA 2018, schools will need to ensure that casual employees have access to paid family and domestic violence leave of up to 10 days effective immediately.

### Critical Dates

- By no later than **Sunday 4 June 2023**, employers are required to update their payroll systems and payslips to comply with these changes.

### Actions Required

- Schools need to ensure that casual employees have access to up to 10 days of paid family and domestic violence leave effective immediately.
- Schools that are not on ICON are required to make changes to payslips by no later than **Sunday 4 June 2023** to ensure that any periods of family and domestic violence leave are not recorded as paid special or miscellaneous leave, and instead recorded as ordinary hours or overtime worked, or as a bonus payment or allowance.
- Schools on ICON and ICON Shared Services will be notified when payroll systems and payslips have been updated to reflect these changes, which will occur prior to **Sunday 4 June 2023**.

### Contact/Enquiries

- For all enquiries, please contact the relevant diocesan representative:
  - Melbourne: Employee Relations on 03 9267 0431 or [ceoir@macs.vic.edu.au](mailto:ceoir@macs.vic.edu.au)
  - Ballarat: Ms Maree Baker on 03 4344 4350 or [mbaker@dobcel.catholic.edu.au](mailto:mbaker@dobcel.catholic.edu.au) or Ms Jo Huntley on 03 4344 4350 or [jhuntley@dobcel.catholic.edu.au](mailto:jhuntley@dobcel.catholic.edu.au)
  - Sale: Ms Shard Goodwin or Ms Briony Schembri on 03 5622 6600 or [employment@doscel.catholic.edu.au](mailto:employment@doscel.catholic.edu.au)
  - Sandhurst: Ms Jo Taylor or Ms Cat Forrest on 03 5443 2377 or [peopleandculture@ceosand.catholic.edu.au](mailto:peopleandculture@ceosand.catholic.edu.au).



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