

SPRINGFIELD SCHOOL POLICY



POLICY NAME: Domestic Abuse Policy

NEXT REVIEW DATE: 01/09/2026

Springfield School

Domestic Abuse Policy Based on the CE model policy

AIMS

To ensure that domestic abuse is properly addressed as a workplace issue within **Springfield School**, through clear procedures, guidance and training, and to highlight the levels of support available.

To seek to support employees who are experiencing domestic abuse as a survivor or victim and to promote accountability for those employees who are perpetrators of domestic abuse, supporting them to make positive domestic or behavioural changes.

DEFINITION

Springfield School has adopted the government definition of domestic abuse as:

“Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality. This can encompass but is not limited to the following types of abuse:

- *psychological*
- *physical*
- *sexual*
- *financial*
- *emotional*

Controlling behaviour is: a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

*Coercive behaviour is: an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten their victim.”**

*(*This definition includes so called ‘honour’ based violence, female genital mutilation (FGM) and forced marriage, and is clear that victims are not confined to one gender or ethnic group).*

POLICY STATEMENT

Springfield School recognises that domestic abuse is a form of discrimination and harassment which may adversely affect its employees and their families and believes that everyone has a right to live free from fear and abuse and is committed to minimising the risk to individuals and families and to promoting recovery for all.

The school/academy regards any form of domestic abuse as unacceptable and recognises it is a serious safeguarding issue for both adults and children. It gives effect to this position by:

- developing, implementing and publicising this policy;
- providing a clear process for the identification of and response to employees affected by domestic abuse;
- providing appropriate training for the head teacher/principal/managers and all employees; and
- providing support for employees who are affected by domestic abuse.

Domestic abuse perpetrated by employees will not be condoned under any circumstances and any individual charged, convicted or cautioned of a domestic abuse related offence may be subject to the school/academy's disciplinary procedures. If the school/academy becomes aware of an allegation involving domestic abuse being made against an employee, this will be investigated and may also require a disciplinary process. See [Conduct Outside of Work](#).

PRINCIPLES

Springfield School acknowledges that it has a duty of care to the physical and mental health and well-being of its employees in the workplace (Health and Safety at Work Act 1974). Where appropriate, reasonable additional measures will be taken by the head teacher/principal/manager to protect the safety of those experiencing domestic abuse while travelling to work, whilst at work or when carrying out school/academy duties.

Given the hidden nature of domestic abuse the school/academy will seek to create an environment in which victims feel safe to speak out and access support.

Safety will always be the first priority of any intervention.

Confidentiality is also of crucial importance. The school/academy will only involve other agencies or share information with the consent of the person concerned, unless there are exceptional circumstances, e.g. when disclosure is required by law or where the sharing of information is vital for the protection of children or adults at risk (including a victim who discloses abuse).

PROCEDURES

Clear procedures have been developed to support the operation of this policy and these can be accessed via the link at the end of this policy.

The head teacher/principal/manager and all employees will be given clear guidance and training about their roles and responsibilities in implementing this policy and its associated procedures.

ROLES AND RESPONSIBILITIES

The head teacher/principal/manager and all employees have a role to play in the successful operation of this policy.

Employees who are affected by domestic abuse as victims or those causing harm are encouraged to:

- a. Seek support and advice as soon as possible from relevant sources (see http://www.cheshireeast.gov.uk/care-and-support/healthy-lifestyles/domestic_abuse/domestic_abuse_getting_help.aspx for a list of frontline numbers and useful websites, or call the **Cheshire East Domestic Abuse Hub local 24/7 helpline - 0300 123 5101**).
- b. Alert the head teacher/principal/manager to any home situation which may be impacting their work, welfare or work life balance, making clear the boundaries of confidentiality in all discussions. Any information disclosed will only be shared with the consent of the person concerned, except for the protection of children or adults at risk as above.
- c. Alert the head teacher/principal/manager to any risk issues which may pertain to the workplace.

The head teacher/principal/manager will be responsible for:

- a. Creating an open and safe environment which would encourage a dialogue about domestic abuse and the support mechanisms available.
- b. Inform the employee of local and national support services available and in particular give the Cheshire East Domestic Abuse Hub local 24/7 helpline – **0300 123 5101**.
- c. Being alert to signs and symptoms in employees' conduct or performance or attendance.
- d. Addressing the risk to and safety of the employee, their family and the school/academy community as the first priority.
- e. Adopting a non-judgemental believing approach to disclosure.
- f. Making clear the boundaries of confidentiality in all discussions.
- g. Making such workplace adjustments as are conducive to the safety and performance of the employee.
- h. Signposting employees to other sources of support.
- i. Granting access to the relevant support mechanisms for employees who are also perpetrators of domestic abuse and who seek help voluntarily.
- j. Accessing training to support their work in this area.

- k. Dealing with any potential disciplinary issues connected with domestic abuse issues.

Employees concerned about colleagues are encouraged to:

- a. Alert the head teacher/principal/manager to any concerns they may have regarding the safety and wellbeing or conduct of fellow employees.
- b. Support colleagues to access help by giving the **Cheshire East Domestic Abuse Hub local 24/7 helpline – 0300 123 5101.**

CONDUCT OUTSIDE OF WORK

Criminal charges or convictions or allegations against employees for offences of domestic abuse committed outside of working hours may result in disciplinary action being taken against the employee, up to and including summary dismissal. The school/academy will carefully consider the circumstances in each case and conduct an investigation.

The school/academy will need to ascertain whether or not the charge or conviction will affect or likely to affect the suitability of the employee for their position or the school/academy or reputation of the school/academy or whether the charge or conviction could seriously undermine the trust and confidence that the school/academy has in the employee.

EQUALITY

Springfield School will ensure that, when implementing the Domestic Abuse Policy, no employee will be disadvantaged on the basis of their gender or transgender, marital status or civil partnership, racial group, religion or belief, sexual orientation, age, disability, pregnancy or maternity, social or economic status or caring responsibility. This means that the policy may need to be adjusted to cater for the specific needs of an individual including the provision of information in alternative formats where necessary.

MONITORING

Data relating to the operation of this policy will be collated and monitored regularly to ensure that the policy is operating fairly, consistently and effectively. Issues that are identified from the data will be dealt with appropriately.

REVIEW

The policy will be reviewed in the light of operating experience and/or changes in legislation and in consultation with the Trade Unions.

Prepared by: Education HR Consultancy (LG)
Reviewed: September 2024
Useful Links: Domestic Abuse Procedure [CEC Domestic Abuse – Getting Help](#)

Key person(s): Safeguarding Leads
Reviewed: Annually