

Lone Working Policy

Grass Roots Nursery Group: Lone Working Policy

Purpose:

To establish guidelines for lone working at Grass Roots Nursery Group, ensuring the safety and well-being of staff members.

Key Principles:

- **Risk Assessment:** Conduct regular risk assessments to identify potential hazards associated with lone working.
- **Communication:** Maintain regular communication with colleagues or management.
- **Emergency Procedures:** Have clear emergency procedures in place.
- **Support and Assistance:** Provide support and assistance to lone workers.

Definition of Lone Working

Lone working refers to any situation where an employee works alone, without regular contact with other colleagues.

Risk Assessment

- Conduct regular risk assessments to identify potential hazards associated with lone working.
- Implement measures to mitigate risks and ensure safety.

Communication

- Establish regular communication procedures with colleagues or management.
- Check in with colleagues or management at regular intervals.
- Have a buddy system in place for lone workers.

Emergency Procedures

- Develop clear emergency procedures for lone workers.
- Ensure lone workers have access to emergency contact information.
- Provide lone workers with training on emergency procedures.

Support and Assistance

- Provide lone workers with the necessary equipment and resources.
- Offer training and support on lone working procedures.
- Ensure lone workers feel supported and empowered.

Review and Updates

- Regularly review and update the lone working policy to ensure it remains effective.
- Consider changes in technology, working practices, or risk assessments.

By implementing this lone working policy, Grass Roots Nursery Group can ensure the safety and well-being of staff members who work alone.