

LONE WORKING POLICY

Introduction

Lone working in this policy is defined as anyone carrying out an activity, or task, in St. Edward's church, including the church grounds on their own.

The PCC is committed to making the church premises and activities safe for all church members and visitors.

Aim of the Lone Working Policy

To ensure up to date and appropriate Risk Assessment/s are in place.

To ensure anyone working anyone working alone in St Edward's church and grounds is familiar with identified hazards associated with their task on church premises, their own safety and that they can manage it.

To ensure reviews of Risk Assessment/s are carried out when needed and an annual review is carried out by the PCC to ensure the Risk Assessment/s are relevant and up to date.

Risk Assessment

To ensure all relevant hazards, in relation to working alone in St. Edward's, are identified and proportionate control measures are chosen and in place.

Implementation

To ensure lone workers carry a charged mobile phone, with credit OR another person has been notified they are working alone in church and when to expect the lone worker to contact them.

To ensure all relevant persons are familiar with the Risk Assessment and if any further necessary amendments are notified to J Gostelow or the PCC.

Reviewed April 2024

Parish Church of St Edward the Confessor

RISK ASSESSMENT

Activity: LONE WORKING

Activities	Identified Hazards	Persons at risk	Likelihood A	Severity B	Total AxB	Control Measures	Additional Measures
Working alone in St Edward's church or grounds	Slips and Falls	Lone Worker	3	3	9	Familiarity with premises	Charged and with credit mobile phone
	Assault by strangers in church or grounds	" "	2	5	10	Access entering church is safe	" " "
	Injuries caused by falling objects	" "	3	3	9	Familiarity with task	" " " plus hard hats where necessary
	Falls from working on ladders	" "	3	6	18	" " "	No working above 2m height
	Manual handling of loads	" "	3	4	12	" " "	Manual handling training
						All above to have pre-arranged notice of lone working in church or grounds	