



FRYERN COMMUNITY ASSOCIATION

Lone worker Policy

1. Statement of Policy

Fryern Community Association will take every practicable step to protect the health, safety and welfare of its volunteers whenever they are required by the nature of their duties to work alone and without direct support and supervision. The policy applies to all volunteers and for the purposes of this policy lone working is defined as any activity or function performed on behalf of Fryern Community Association without any close supervision or other volunteers.

2. Organisation and Arrangements

Fryern Community Association is responsible for:

- The lone working arrangements of volunteers and ensuring that there are arrangements for identifying, evaluating and managing the risks associated with lone working.

All volunteers engaged in lone working are responsible for:-

- Taking responsibility for managing their own Health and Safety;
- Taking reasonable care of themselves and other people who may be affected by their actions;
- Reporting all incidents that may significantly affect the health and safety of themselves or others;
- Reporting any danger they identify or any concerns they might have; and
- In addition, and as appropriate, completing a report form detailing visits from aggressive or potentially violent people. Any such forms or reports should be provided to the FCA for appropriate action to be taken.

3. Lone Worker Guidance

- Volunteers must take reasonable care not to put themselves at undue risk. If they feel that they would be at particular risk unless additional precautions are taken then they should discuss this in advance with the FCA;
- In the event that a volunteer suspects that a violent attack is imminent it may be possible to use a mobile telephone to summon assistance (e.g. 999 for the police). Volunteers must take all practicable steps to remove themselves from the immediate situation/risk and call for assistance;