

# **COMMUNITY ORCHARD GREENSIDE**

## **LONE WORKING POLICY**

We define lone workers as those who work without close or direct supervision or company. Lone workers should not be at more risk than others.

The Board of Trustees of Community Orchard Greenside (COG) recognises that individuals working alone in potentially isolated conditions have no immediate backup or support and so are at a greater risk of accidents and injury. The Board also recognises that individuals working alone need to rely on their own judgment and initiative and may be at greater risk of making mistakes or errors.

The Board recognises that training is particularly important for lone workers and research shows that adequate training is the single most critical factor in avoiding panic reactions in unusual situations.

Lone workers should endeavour to have a working mobile phone with them at all times. Any issues should result in an immediate contact to others, or calling 999, where appropriate.

Any lone workers who do not have a contact to whom they could make a “safe and well call”, if necessary (i.e. someone the lone worker could contact to advise that they have returned home safely) should advise the Trustees of this so appropriate arrangements can be made.

Policy adopted at COG meeting held on:

Signed:

Chair of the Board of Trustees