

## RISK ASSESSMENT FOR LONE WORKING EDUCATION WORKERS

Hazard / Risk	Who is at risk and how can the hazards cause harm?	What are we doing already?	What else can be done?	Action by Whom?	Action by When?	Done
<b>Slips trips and falls</b>	<p>Anyone working alone in a school can have an accident / injury, in addition there may be delayed assistance in an emergency</p> <p>Physical assault / verbal abuse</p> <p>Illness</p>	<ul style="list-style-type: none"> <li>Only agreed risk tasks to be undertaken. Avoid high risk activities (e.g. working at height);</li> <li>Notify head teacher / manager of intention to work outside regular hours.</li> <li>Reduce time spent working alone so far as is reasonably practicable.</li> <li>Ensure a colleague, partner, friend etc. is aware you are working alone and who to contact in the event of overdue contact.</li> <li>Notify staff on site of location / estimated duration of task if working on site remote from others</li> </ul>	<ul style="list-style-type: none"> <li>LONEALERT Instant or Plus device</li> <li>Consideration given to staff at increased risk i.e. new or expectant mothers, inexperienced staff etc. and lone working activities avoided where practicable.</li> </ul>			
<b>Intruder</b>	<p>Anyone working alone in a school facing an intruder could be at risk of physical or verbal assault or robbery</p>	<ul style="list-style-type: none"> <li>Adequate security in place</li> <li>Access to site controlled e.g. through coded doors etc.</li> <li>Use of visitor badges / signing in book</li> <li>Ensure all external doors / windows secured to prevent unauthorised access.</li> <li>Do not allow access to unknown callers.</li> <li>External lighting adequate</li> <li>Key holders should be strictly controlled and numbers kept to a minimum</li> </ul>	<ul style="list-style-type: none"> <li>LONEALERT Instant or Plus device</li> <li>Install CCTV cameras in reception</li> </ul>			

If you feel that the solution to any of your identified risks is a product from the LONEALERT range, please contact our team on 0330 999 8484. They will be happy to talk through the most suitable product and method of use to mitigate the risk.