

SILEBY PARISH COUNCIL

LONE WORKING POLICY

In a variety of situations and at a number of locations, Sileby Parish Council employees are required to work alone when carrying out their normal duties. Sileby Parish Council will ensure (as far as is reasonable and practicable) that such employees are not exposed to unnecessary or excessive risk.

In addition, Sileby Parish Council is committed to reducing stress in the work force through the use of effective management techniques and by providing an environment where stress-related concerns can be positively and openly discussed.

Under the Health and Safety at Work Act 1974, every employer has a duty to provide and maintain systems of work which are, so far as is reasonable and practicable, safe and without risk to health. The employer is also required to provide the supervision necessary for the health and safety of employees. To meet this requirement and that of any subsequent legislation, Sileby Parish Council will:

- undertake an assessment of the risk to employees from activities associated with working alone;
- and provide any necessary training;
- implement safe systems of working appropriate to each employee's work activities which includes effective means of communication and appropriate personal, protective equipment;
- monitor and investigate all significant incidents or accidents.

This policy applies to all full time and part time employees, temporary, casual and contract staff, volunteers and all other persons for whom Sileby Parish Council has direct or indirect responsibility.

The Parish Council will undertake responsibility for ensuring that this policy is implemented and that procedures for managing risk to the lone worker, identified through risk assessments and the responsibilities delegated under the normal system are well managed and working efficiently.