

HORSTED KEYNES PAROCHIAL CHURCH COUNCIL

Lone Working Safety **St Giles Church, Churchyard and Martindale Centre**

The potential dangers of working alone within the church, in the churchyard, in the Martindale Centre building and in its grounds, are reviewed as part of the annual risk assessment review. In all three areas individuals can be from time to time remote from contact with others. Mobile phone reception is currently poor, particularly in the church and it may be necessary to seek assistance from adjacent properties

Cleaning and maintenance is wherever possible organised in groups where one or more of the group has a mobile phone. While there is no requirement for lone working amongst St Giles volunteers, it is sometimes the case, as through the history of the church that a volunteer will clean or maintain or work (on tasks such as photocopying or Sacristan's duties) alone.

The risks assessed are as follows:

- Injury
- Personal attack, robbery
- Medical emergency

The following improvements and procedures have been adopted in order to minimise the above risks:

- Any lone worker must inform a third party of the intended timing of any lone working period
- Any lone worker should have a mobile phone
- Only low risk activities should be carried out by lone workers
- Activities involving the use of ladders, chainsaws or electrical works are examples of high risk operations which should not be undertaken by lone workers.

Reviewed January 2017

A copy of this document is to be issued to any person proposing to carry out lone working.