

# The Parish Church of All Saints, Cleadon

## Lone Worker Policy

We as a church are committed to creating a safe place for everyone, especially children, young people and vulnerable adults. All volunteers and officers who function on behalf of the church in whatever role, should be familiar with the Safeguarding policy and Lone-working policy and should adhere to the requirements of these policies to protect themselves and others.

Whilst lone working is an everyday occurrence for clergy, it should not be considered routine for church workers or volunteers. Working from home, being alone in an office or attending remote locations (for example carrying out a home visit) all constitute home working.

The perception of what is a risk itself may be seen differently by individuals. In responding to actual or potential risk, each person is responsible for not putting themselves in situations in which they feel very vulnerable, and their views should be respected. The aim of this policy is to make everyone think about how to undertake lone working safely.

Those lone working should consider what is practical in their situation:

- Have an arrangement with others whereby they know of your plans for that day.
- Tell someone where you are going and when you plan to make contact after. If you change your plans let your contact know immediately.
- Carry a mobile phone, which should always be as fully charged as possible, and have it readily to hand in case of an emergency.
- Refrain from attempting to do any work which would normally require more than one person, e.g. heavy manual lifting/working at height until someone is available to assist.
- Report to an appropriate person any issues that make you feel uncomfortable or where you are concerned for someone's safety.

Agreed by the PCC : 23 February 2022 (Date)

Due for review: 23 February 2024 (Date)

Incumbent Vanessa Cuttler Priest in Charge

Churchwardens J Grant B George