

**Children's House & Rachel Keeling Nursery School Risk Assessment: Lone Working**

Autumn 2024 – Review Autumn 2025

Hazard	Who is at risk	Level of risk	Control Measures
Risk of injury or falling ill whilst alone	Staff	M	Try to ensure there are two people in the building at any one time. If this is not possible, ensure there is regular contact with lone workers. Staff to sign in and out at the office so that colleagues are aware if someone is going to be alone. Lone workers keep their mobile phone on them at all times.
Physical Assault/Verbal abuse/ Intruder in building	Staff	H	Ensure all staff have access to a mobile phone. Ensure the building is secure and lone worker not to let unknown persons into the building. In the event of an intruder, lone workers exit the building and call emergency services. Do not tackle an intruder.
Risk of injury in the event of a fire	Staff	H	Lone worker not to be locked inside building without access to garden/front door. Fire exits to remain clear. Lone worker to know fire evacuation routine and follow it.