



Nursery Plus Pen-y-Bryn & Pre Nursery Pen-y-Bryn

Lone Working Policy

Lone working is classed as a hazard.

- Violence (attack or assault)
- Inability to communicate with or get help from others in the event of accident or emergency
- No sanitary or rest facilities available

Controls in place in Pre Nursery Pen-y-Bryn and Nursery Plus Pen-y-Bryn:

Access to mobile phones; pass words spoken to a colleague to alert them to situation; systems put in place so people are expected in a place at a certain time, if they don't turn up people are aware something is wrong and appropriate action may be taken;

Telephone communication access to main school office is always in place in Pre Nursery and Nursery Plus at all times for staff to communicate with school personnel to ensure that above risks associated with lone working do not occur.

Arrangements in place for staff to have a comfort break when required.

Employees are required to work alone in areas where there are potential risks.

Systems are reviewed and updated regularly, especially when a new member of staff with different needs is employed, staff take on new activities and/or roles; and when activities are changed.

This policy has been reviewed and approved by the Governing Body

Signed: _____

Date: January 2026

Review date: January 2027