

COURSE CONTENT OVERVIEW

# Lone Working

People who work in isolation or without direct supervision – lone workers – need to ensure that their everyday health, safety and welfare are carefully managed. Whilst working unaccompanied isn't inherently dangerous, lone workers do face certain risks that other employees in busy environments are unlikely to encounter.

This Lone Working training course aims to help both employers and employees understand the risks posed by lone working so that the hazards can be effectively identified, controlled and minimised.

### **Module 1: Introduction to Lone Working**

This module will provide an overview of lone working, explain its unique challenges and vulnerabilities, and outline the shared legal responsibilities of both employers and employees to ensure lone worker safety.

- What is lone working?
- Challenges & vulnerabilities
- The law and lone working
- The shared responsibility

### **Module 2: Risk Assessments**

This module provides an overview of each step in the risk assessment process and the importance of undertaking personal, dynamic risk assessments that can be performed on the job.

- What is a risk assessment?
- Identify the hazards
- Decide who might be harmed and how
- Evaluating and controlling the risks
- Control measures for employers
- Control measures for lone workers
- Record your findings
- Review and update
- Personal dynamic risk assessments

### **Module 3: Fixed workplace**

This module focuses on fixed workplace lone working, exploring the significant hazards of fixed workplace lone working and the practical control measures that both employers and employees can take to help increase their own safety and the safety of those around them.

- Introduction to fixed workplace lone working
- Common hazards
- Employer and employee control measures

### **Module 4: Off-site, Remote and Field Working**

This module focuses on off-site and field lone working, exploring the significant hazards these lone workers face and the practical control measures that both employers and employees can take to help increase their own safety and the safety of those around them.

- Introduction to off-site, remote and field working
- Common hazards
- Employer and employee control measures

### **Module 5: Mobile Working**

This module focuses on mobile lone working, exploring the significant hazards these lone workers face and the practical control measures that both employers and employees can take to help increase their own safety and the safety of those around them.

- Introduction to mobile working
- Common hazards
- Employer and employee control measures

### **Module 6: Safe Systems of Work**

This final module consolidates the principles of safe systems of work that apply to all types of lone workers, covering communication protocols and technology, training and the development of emergency procedures.

- The hierarchy of control
- Communication protocols & technology
- Training
- Emergency procedures

## Aims of the training

By the end of this course, learners will:

- Understand the risks to health and safety posed by lone working.
- Know what the law requires of employers and employees in regards to lone working.
- Understand the different steps required when undertaking a risk assessment.
- Be aware of the appropriate control measures that can be implemented in order to keep lone workers safe from harm.
- Understand what needs to be included in a safe system of work for lone workers.