

# Lone Working Policy



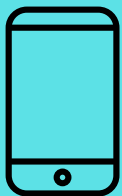
Trust your Intuition - feel uncomfortable? STOP the visit



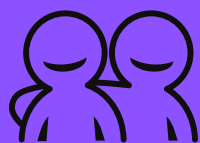
Visit/ meet in pairs if you can



Keep valuables out of sight. Reverse car into a space for easy exit



Always have a charged mobile with ICE contact details



Use the 'Buddy' procedure if need to work alone

# Buddy Procedure



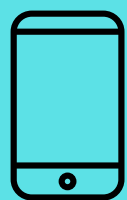
Identify a 'buddy' (preferably another member of staff)



Provide name/address/time of the visit/ lone meeting plus car details



Agree a safety word



Keep in contact if visit/meet to be longer than 3 hours



Not heard from the lone worker?  
Then .....

# No response from lone worker?



Buddy to phone the lone worker.



No response in an hour? Call the family  
being visited/met - DO NOT VISIT



No response within 2 hours?  
Call next of kin to advise AND..



...contact CEO/CoB who will  
contact the police.



Contact made and safety word  
used - CALL POLICE.