

# **Somerset West and Taunton Volunteer Lone Working Policy**

## **Introduction**

Some volunteer roles may mean that you have to work alone. We want you to feel safe while you volunteer for a [insert volunteer project or opportunity name here].

The [insert volunteer project or opportunity name here] are run by Somerset West and Taunton Council.

The Council is committed to ensuring the safety of volunteers working within the Council's sites, and whilst on business for the Council, including when working alone.

Working alone could be working in a [insert volunteer project or opportunity name here] by yourself, working remotely, visiting other premises, or travelling as part of your volunteering.

## **The Council's Responsibilities**

The Council will:

- Carry out risk assessments and make volunteers aware of relevant working practices
- Provide information and training to help volunteers understand how to keep themselves safe
- Provide supervision from a Volunteer Manager
- Introduce and update safe working practices
- Ensure that any equipment and communications systems designed to protect lone workers or provide effective supervision are correctly installed and used, maintained in good working order, and regularly tested to ensure they are working properly.

## **Your Responsibilities**

As a volunteer, we would expect that you will:

- Take reasonable care of your own safety and that of others and not put yourself in danger
- Use any safety/communication equipment appropriately
- Report unsafe activities or faulty equipment to your Volunteer Manager,
- Report new or previously unidentified lone working situations to your Volunteer Manager

**The Council's full Lone Working Policy can be accessed via...**