

Accessible Education Provision for Neurodivergent Children  
through graduated interventions and academic support.



*An organisation that aims to improve every child's life  
by being closer to nature,  
providing equality in learning  
and promoting well-being*

# LONE WORKING POLICY FOR RAW LEARNING

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## 1. Introduction

Raw Learning is committed to ensuring that facilitators and peripatetic teachers have a safe working environment. There will be occasions when facilitators may be required, or choose, to work alone or in an isolated situation, and this could introduce an element of risk into a work activity.

## 2. Aims and Objectives

Raw Learning aims to ensure that any facilitators or peripatetic teachers who work alone are not exposed to health and safety risks but that any potential risks are identified through risk assessments and that they are managed by implementing safe working practices.

The objectives of this policy are to ensure that:

- Lone working is defined
- Lone workers are identified
- Any risks in lone working are assessed and suitable measures are put in place to mitigate these risks.

## 3. Policy Statement

**Lone working** is defined in this policy as a situation where facilitators or peripatetic teachers are engaged in work, either indoors or outside, where no other people could be expected to come to their immediate aid in the event of an incident of emergency.

Lone working may take place during normal working hours at an isolated location away from the main Raw Learning site, such as a room in a building at a distance from the Raw Learning outdoor space, or after Raw Learning working hours, such as a peripatetic teacher travelling to and teaching in a pupil's home.

Lone working is allowed as long as:

- The work can be solely undertaken by one person without any help.
- There are arrangements in place for the lone worker to call for help if necessary.
- The facilitator or peripatetic teacher has sufficient knowledge, experience or expertise for the activity.

A **lone worker** is a person who works for some or all of their time by themselves without direct or close supervision, and includes the following activities:

- Arriving before the start of the Raw Learning session to set up activities for the day.
- Staying at the end of the session to clear away and lock up.
- Peripatetic teachers who travel to the homes of their pupils to tutor.

## 4. Procedures

Health and Safety Risk Assessments are undertaken, and are on-going where necessary, for the various activities carried out as part of Forest School, as well as for the Garon Park site. This includes Lone Working.

All facilitators are made aware of the content of the Risk Assessments. Hazards are evaluated and measures are put in place where the risks remain high. Risk assessments are subject to review to ensure that they continue to remain relevant and current.

Wherever possible, it is recommended that facilitators work with a colleague, but where this is not possible, they should have access to a working mobile phone for emergencies.

Peripatetic teachers must ensure that they have provided the names and addresses of the pupils they visit at home and the days and times of those lessons, and should establish their own checking in and out system with family, friends, or co-workers.

Lone workers must ensure that they do not put themselves in potential danger.

This policy was adopted by	Raw Learning
On	23 <sup>rd</sup> January 2024
Date to be reviewed	23 <sup>rd</sup> January 2025
Signed on behalf of the provider	<i>Rachel King</i>
Name of signatory	Rachel King
Role of signatory	Director