



Be Horself
Horse Assisted Wellbeing

Be Horself Limited
Established 2019
Company Number 12358244
Director Loredana Caminiti

Lone Workers Policy

The Health & Safety at Work Act 1974 places legal duties on all employers to ensure all employees are kept safe at all times; Be Horself Limited acknowledges its duty of care to people involved in its work, and it is our aim to provide a safe working environment for staff, volunteers and also lone workers, referring to those individuals working with no direct supervision.

However, each individual is responsible of own safety and should always avoid taking unnecessary risks when working alone.

All incidents affecting the Health & Safety of lone workers must be reported to the Be Horself Limited Director who will record it in the Accident and Incident Book. Such book will be kept in the office at all times; at completion of a book a new one will be started but old records will not be discarded but retained together with the new book for a minimum of three years.

Serious accidents and injuries will be written on the Accident and Incident Book and will also be reported online in accordance with RIDDOR at the following URL.

<http://www.hse.gov.uk/riddor/report.htm>



Be Horself

Horse Assisted Wellbeing

Be Horself Limited
Established 2019
Company Number 12358244
Director Loredana Caminiti

Before planning any work activities which may involve lone working, Be Horself Limited will have carried out a thorough risk assessment and would have set out safety procedures to minimize any risk.

Some of the safety measures implemented by Be Horself Limited to protect lone workers include:

- Secure premises with live CCTV cameras - 24 hour monitoring of the working areas
- Emergency contact/number – someone assigned to respond to incidents, out of hours if appropriate.
- Share Calendar to be aware of the worker agenda and whereabouts.
- A “buddy system” in place to check that a lone worker has returned to their home safely.

Be Horself Limited advises all workers and especially lone workers to consider the following:

- Safety comes first. Never take unnecessary risks
- Don't be afraid to trust your own instincts – only operate and work when feeling totally comfortable; this could be anything from handling horses to interacting with clients.
- Be alert and aware of surroundings at all times.
- Avoid confrontation – if feeling threatened by someone, make an excuse and leave.
- Do not offer, and do not agree if asked, to drive the client back home after session.
- Do not attempt to carry out a two-man job when alone.



Be Horself
Horse Assisted Wellbeing

Be Horself Limited
Established 2019
Company Number 12358244
Director Loredana Caminiti

Monitoring and review of the policy

This policy will be reviewed annually by the Director of Be Horself Limited and employees as well as volunteers' feedback are welcome and valued; any recommendations for change will be seriously considered and implemented as needed.