

To Dame Nancy Rothwell, Mr Will Spinks, Profs Colin
Bailey, Keith Brown, Ian Greer and Martin Schröder

From Dr Patrick Seechurn, Head of Safety Services

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cc Prof N Thakker, Dr S Chiu, HOSs, DOFOs, HOSAs, Directors, School Safety Advisors,
Safety Representatives

Reference Safety Circular 1/2017

Lone Working

Please note that:

- (1) There have been recent incidences that had the potential for serious consequences where inadequate lone working arrangements were found to be significant contributory factors.
- (2) Lone working must be risk assessed and safe systems and methods of work should be put in place to reduce the risk, so far as is reasonably practicable.

Schools and Directorates should use their existing risk assessment arrangements to assess and manage the risks in relation to lone workers by:

- identifying risks in relation to lone working
- implementing measures to reduce the risks
- evaluating the control measures and ensuring that risks are appropriately managed

A suitable and sufficient risk assessment for lone working should be based on the University's Lone Working [Chapter 10](#) and lone working [guidance](#).

Dr Patrick Seechurn
Head of Safety Services