

MONSON CLUB LTD LONE WORKER POLICY

Lone Worker Policy, Monson Club Ltd, Lyndale Road, Redhill, Surrey. RH1 2HA

Working alone is not in itself against the law and it will often be safe to do so. However, the law requires employers to consider carefully, and then deal with, any health and safety risks for people working alone. Employers are responsible for the health, safety and welfare at work of all their workers. They also have responsibility for the health and safety of any contractors or self-employed people doing work for them. These responsibilities cannot be transferred to any other person, including those people who work alone. Both Club Members working at the Club and our Employees have responsibilities to take reasonable care of themselves and other people affected by their work activities and to co-operate with the Club in meeting their legal obligations.

The Monson Club will ensure, so far as is reasonably practicable, that Club Members, Employees and Contractors who are required to work alone or unsupervised for significant periods of time are protected from risks to their health and safety. The Monson Club has a statutory duty under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999 to identify work hazards, assess the risks involved and implement suitable and sufficient measures to avoid or control the risks, which includes the risks associated with lone working.

Measures will also be adopted to protect anyone else affected by solitary working. Solitary working exposes Employees and others to certain hazards. The Employer's intention is either to entirely remove the risks from these hazards or, where complete elimination is not possible, to reduce them to an acceptable level. Whilst the Management Team is responsible for the implementation of this policy, the co-operation of Club Members, Guests and Employees is essential to its success. Regulation 12 of the Management and Health and Safety at Work Regulations 1992 requires all employees to act in accordance with the information and training that they have been given. They must inform their Employer of any shortcomings relating to the health and safety arrangements. Club Members or Employees who feel that there are significant risks arising from a work activity, should obtain clarification before compromising their own safety by risking exposure to the hazards.

The Club has implemented security processes and fitted equipment such as CCTV & external lighting to protect its Staff, Members & Guests. Furthermore, the Club's rules include procedures and processes for dealing with disputes. Club Rule 13 empowers every member of the Managing Team and Staff on Duty to order the withdrawal of Members and Guests should the situation require it.

The Club expects all Staff, Members, Guests & Visitors to assist the Management Team in making the Club a safe and secure place of employment. It is expected that Members & Guests conduct themselves in such a way to promote this expectation. Our Staff have a right to work without facing unreasonable or physical behaviour including abusive, rude or offensive language.

The Management Committee has the overall responsibility for implementing the Policy and the planning, organisation, control, monitoring and review of this policy.

October 2018