



Lone worker/volunteer Policy

Adopted March 2026

To be reviewed March 2027

1. Purpose

This policy sets out how Buckland Road Baptist Church, as a church associated with the Baptist Union, will protect the health, safety and wellbeing of volunteers, staff and others when someone is working or carrying out church activities alone. It applies to church activities on church premises, in members' or visitors' homes, and at other locations where a person is acting on behalf of the church.

2. Lone working

Lone working should be avoided where reasonably practicable, particularly where an activity involves significant risk. Where someone needs to work alone, they should:

Tell an appropriate church leader where they are, what they are doing and approximately how long they expect to be there.

Have a means of contacting help, normally a charged mobile phone.

Follow any relevant church risk assessment and building safety procedures.

Not undertake work that they consider unsafe when alone.

Report accidents, incidents, concerns or near misses to the appropriate church leader.

Church leaders should consider whether two people are needed for activities such as opening or closing the building, maintenance, handling significant amounts of money, or meeting someone who may present a risk.

3. Volunteers working with children or adults at risk

Lone working with children or adults at risk should not take place. The church's safeguarding policy and Baptist Union safeguarding guidance take priority where they impose additional requirements. Volunteers should never put themselves in a situation where they are isolated with a child or vulnerable person, in accordance with the church's safeguarding policy.

4. Home visits

Where a volunteer or church leader is visiting someone at home on behalf of the church:

Consider whether a visit is necessary and whether another form of contact would be safer.

Where appropriate, arrange for two people to attend.

Tell an appropriate church leader about the visit and expected return/contact time.

Avoid entering a situation that feels unsafe or inappropriate.

Do not provide transport or undertake other activities outside the agreed purpose of the visit without appropriate consideration of the risks.

5. Emergencies

If a lone worker or volunteer is in immediate danger, they should leave the situation if possible and contact 999. Any serious accident, safeguarding concern or other significant incident must be reported promptly to the appropriate church leader and dealt with under the church's relevant safeguarding and/or incident-reporting procedures.

6. Responsibility

All volunteers and workers have a responsibility to take reasonable care of their own safety and that of others. Church leaders are responsible for identifying significant risks, ensuring appropriate safeguards are in place, and reviewing arrangements when circumstances change. This policy should be read alongside the church's Safeguarding Policy, Health & Safety Policy and Risk Assessments.

Policy review: This policy will be reviewed at least annually and following any significant incident or change in relevant guidance.