| **What are the hazards?** | **Who might be harmed and how?** | **What are you already doing?** | **Do you need to do anything else to manage this risk?** | **Action by whom?** | **Action by when?** | **Done** |
| --- | --- | --- | --- | --- | --- | --- |
| Personal safety | Incumbent or  lone worker | Full consideration to lone visiting via “Guidelines on Lone Working & Personal Safety”  <https://www.hse.gov.uk/pubns/indg73.pdf>  or  <https://www.stalbans.anglican.org/wp-content/uploads/Lone-Working-Guidelines.pdf> | Incumbent or nominated person to risk assess & authorise either lone visits or visits by 2 people.  Visitor is aware to report any deterioration in physical or mental health or any other concern to PSO & a further risk assessment to be carried out.  Nominated person to contact PSO/family/social services regarding deterioration or other concern.  A register of all home visits to be kept in line with Data Protection Act 2018  Incumbent or nominated person to ensure visitor is not overloaded by pastoral demands.  Visits have clear boundaries  New Rector informed of these rules. | Incumbent or anyone visiting alone | Immediate | Yes |