

Lone worker policy template

Business: _____

Section	What the policy says
Purpose	
Who it applies to	
What counts as working alone	
When we will not roster one person	
Before a lone shift	
Check in schedule	
If a check in is missed	
Aggression or a threat	
Opening and closing alone	
Getting home	
Injury or illness alone	
Phone and reception	
Training	
Review date	