

West Berkshire Shared Lives Carers Guidance - Lone Working



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1. Introduction

- 1.1. This document provides guidance to Shared Lives Carers lone working in the West Berkshire Council Shared Lives scheme.

2. Lone Working

- 2.1. The Shared Lives scheme has a responsibility to safeguard the well-being, health and safety of people working in it. This includes times when people may be working alone at home, making visits or supporting people in the community on their own. The risks in these situations can be reduced if some sensible precautions are taken.

3. How will this happen?

- 3.1. If Shared Lives Carers are likely to be in a position when they are working alone at home or in the community with a supported person(s), a risk assessment will be completed to ensure good lone working practice is followed; ways of reducing any identified risks will be agreed.
- 3.2. If Shared Lives Carers are supporting a person whose behaviour is known to cause significant risks to themselves, the person or others, extra training is to be identified, a risk management plan will be included as part of that person's **Placement Plan**.
- 3.3. All Shared Lives Carers will be provided with a copy of this risk management plan, so that they can be prepared and take appropriate action.
- 3.4. This may include actions such as:
 - Keeping relevant contact numbers in an easily accessible mobile phone
 - Making sure that family member(s) know where they are and what time they are likely to return.
 - Agreed actions in response to any identified behaviour.
- 3.5. Shared Lives Carers need to ensure that:
 - 3.5.1. At point of placement any written risk assessments and their response are fully understood.
 - 3.5.2. At point of placement review any risk assessment and associated management plan(s) are discussed and reviewed
 - 3.5.3. If at any point the Shared Lives Carer considers that any additional risks are evident then they should discuss and agree any relevant action with the Shared Lives Officer.