



Home Visit Risk Assessment 2026-2027

Everyone Matters

We expect our community to be kind, polite and respectful

Everyone Helps

We expect our community to make sensible choices

Everyone Succeeds

We expect our community to work hard

Guidance Owner	Principal
Scope of the Policy	Rainford High
Written/last reviewed	September 2026
Next review due	September 2027
Summary of key changes	New Risk Assessment

Rainford High Risk Assessment

School Name:	Rainford High	
Activity:	Home Visits	
Completed by:	Vice Principal	
Hazards	Who is at risk?	Current Control Measures
Lone Working	Staff	Manager notified of any initial visits being made Buddy system in place for work outside of normal hours. Escalation process in place for uncontactable staff. Calendars kept up to date and visible to safeguarding staff. Where necessary, staff trained in team Teach. Full details of visit provided to manager and “buddy”, including: • place being visited • reason for visit • times of visit • approximate finish time of visit • Contact details for parent Charged mobile phone carried at all times.
Violence and aggression	Staff	Wherever possible, staff to consider if a telephone/virtual meeting would be a suitable alternative. Records of previous incidents kept and reported to the local authority. Register of problematic households kept. Lone working not permitted in households where previous incidents have occurred. Staff to leave site if parents/carers become confrontational or aggressive. Police to be informed of any threatening or violent incidents. Managers or site contacts always informed of lone worker locations. School to hold emergency contact details for lone workers family or chosen contact. Police and emergency contacts contacted in the event of not being able to locate a lone worker.

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		When retracing lone worker journey in an emergency, this should never be done alone. School adheres to a policy on unreasonable behaviour and enforces non-contact meetings where necessary.
Injuries in the home: medical sharps, needle stick, Hep-B, HIV, tetanus	Staff	Staff to present at A&E or GP following any sharps injury that breaks the skin. Staff will, under no circumstances, handle sharps or drug paraphernalia in a pupil home. All sharps injuries will be reported to the Head, safeguarding lead and local authority. Ensure good hand hygiene standards.
Injuries in the home: Slips, trips and falls	Staff	Staff to wear suitable footwear during home visits. Staff to be aware of surroundings and hazards presented by condition of the home, hoarding, renovations etc. Staff to conduct a dynamic risk assessment upon arrival at the home. Staff not to enter any unnecessary areas of the home.
Injuries in the home: Electrocution, electrical burns	Staff	Staff should not be reliant on appliances or power supplies in the home. All equipment to be fully charged prior to visit. Staff visually inspect electrical equipment prior to use.
Injuries in the home: Pets, bites, scratches.	Staff	Staff should not interact with household pets. Wherever possible, pets should be kept in a separate room. Staff to present at A&E or GP following any injury that breaks the skin. Record of aggressive pets to be available to all staff undertaking home visits. Incidents involving aggressive pets to be recorded and reported to the local authority.
Manual Handling	Staff	Staff should not undertake manual handling tasks, outside of transporting their own equipment, in pupil homes. Staff given manual handling training where it is necessary. Staff provided with suitable equipment for home visits, including laptops, carry cases, document holders etc.
Lone working with pupils.	Staff	Staff to hold relevant DBS. Lone working with pupils only where it is considered essential such as intervention or therapeutic sessions. DSL to be made aware of all off-site lone working.

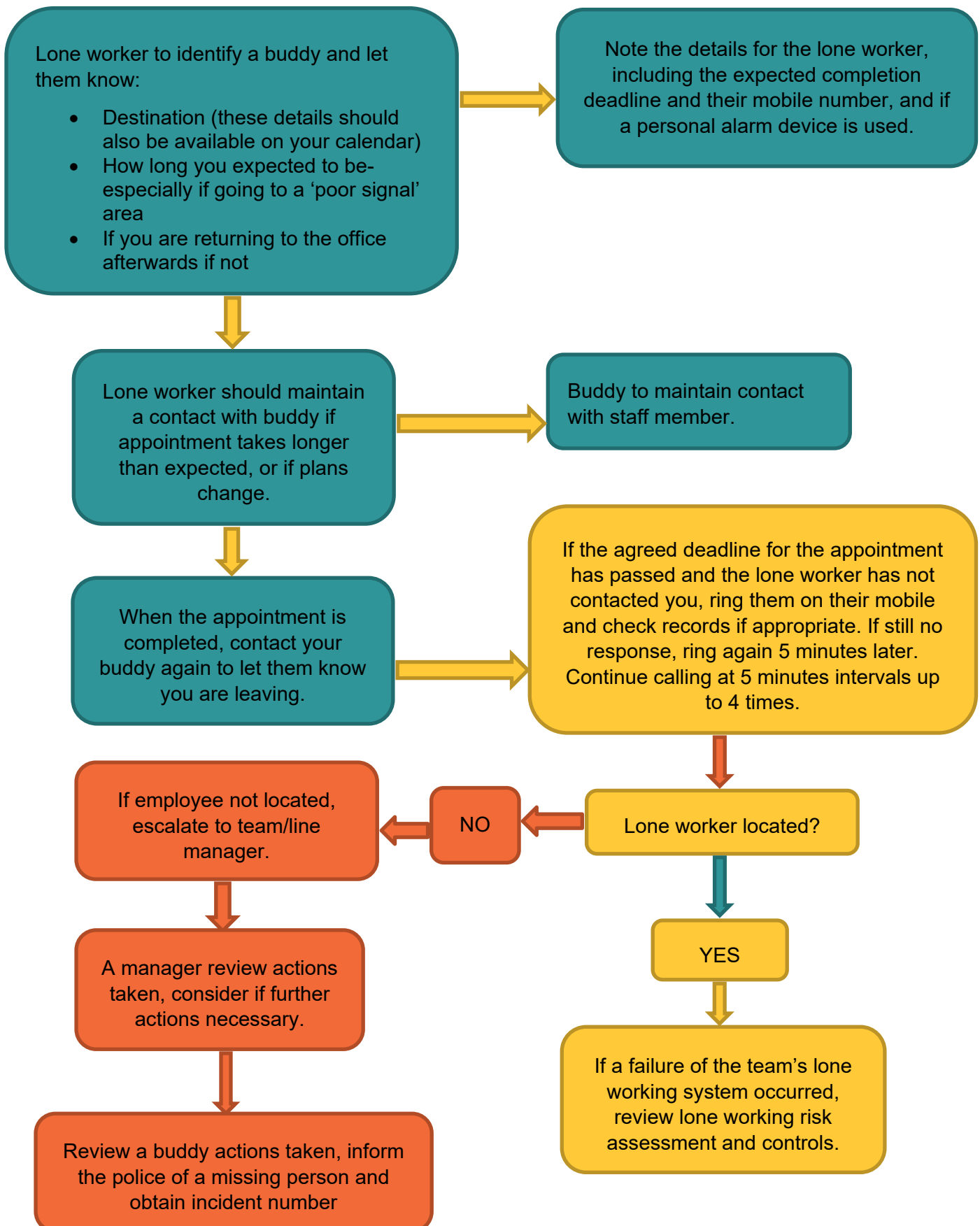
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		Staff will be made aware of relevant individual risk assessments for pupils when lone working. Records will be kept of all lone working sessions. Parents/carers consulted on all 1:1 lone working arrangements.
Staff medical conditions, pregnancy, disabilities, ill health emergencies.	Staff	New and expectant mothers must receive a personal risk assessment before undertaking home visits or other lone working tasks. Staff with and disability or medical condition, which could make lone working unreasonably dangerous, must receive a personal risk assessment before undertaking home visits or other lone working tasks. Residents asked not to smoke or consume alcohol/recreational drugs during home visits. Necessary medication and first aid kits will be taken on all home visits.
Driving at work.	Staff	Proof of driving licence reviewed upon commencement of employment. All staff responsible for ensuring vehicles are maintained roadworthy. Vehicles checked they are roadworthy prior to use in line with the Highway Code requirements. Routes are checked prior to undertaking journeys. Staff will always drive in line with highway code requirements. Staff to avoid poorly lit or unknown routes wherever possible. Staff should rearrange visits during extreme weather. Staff to park in well-lit areas, and close to the home, as far as is reasonably practicable. Staff will always park legally, and off public highways wherever possible. In the event of a breakdown: • Stay calm and think of other road users • Attempt to pull over so you're off the road • Turn on your hazard lights • Leave the car by the left-hand door and ensure you're wearing light-coloured clothes or a hi-vis vest (especially at night or when visibility is low) • Take your warning triangle and place it 45 metres (147 feet) behind your vehicle. That's about 60 paces. Do not do this on a motorway.

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		• If visibility is poor or you're stood waiting for help at night, keep your sidelights switched on and make sure you're not blocking others from seeing your lights • Finally, call your breakdown service In the event of a breakdown on the motorway, follow national highways guidance https://nationalhighways.co.uk/road-safety/breakdowns/
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Escalation procedure



Rainford High Risk Assessment

Initial Assessment Review Date	Risk Assessment assessed, reviewed by the following competent person:	Tasks and control measures reviewed by the Governing Body:
Name (PRINT)		Name (PRINT):
Signature:		Signature: Date:
Next Review Date:		