NSW Department of Education

Working alone, overtime, extended hours or at heights

Please refer to the below support materials for guidance in managing hazards and risks associated with working alone, working overtime or extended hours and working at heights.

SAFETY Risk Management Framework - Pilot Launch

- SAFETY Fact Sheet ? Working Alone or in Isolation (PDF 262KB)
- New SAFETY Risk Assessment and Management Plan (DOCX 80.2KB).

Working alone

- Overview and Key Steps (PDF 283.91KB)
- Guidance in Completing the Risk Management Plan Proforma (PDF 144.78KB)
- Sample Risk Management Plan - General Assistants (PDF 166.45KB)
- Sample Risk Management Plan - Teachers and Other Staff (PDF 254.61KB)
- Sample Risk Management Plan - Farm Assistants (PDF 335.14KB)
- Working Alone Sample Checklist (PDF 287.25KB)
- Responsibilities for Supervisors and Staff (PDF 98.8KB).

Working overtime or extended hours

- Working Overtime or Extended Hours Fact Sheet (PDF 125.01KB).

Working at heights

- Falls Fact Sheet (PDF 134.34KB)
- Working at Heights Safety Alert (PDF 26.13KB).

Further information on risk assessments is located on the procedures and tools page.

Last updated: 04-Mar-2020

This information is current as at "12/4/2023 2:18:23 pm", Australian Eastern Time. For the most up-to-date information, go to https://education.nsw.gov.au/inside-the-department/health-and-safety/risk-management/working-alone-overtime-extended-hours-or-at-heights

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