How To Use This Rapid Risk Assessment Tool

This Rapid Risk Assessment tool is designed to be completed in 30 seconds. It provides a framework for employees to quickly assess the potential risks while they are working alone.

All you need to do is tick Yes, No, or Unsure for each of the questions below. Each answer has a corresponding value.

At the end quickly calculate the total and your total should fall into one of three categories. Potentially low risk, potentially medium risk, or potentially high risk.

Rapid Risk Assessment

		Yes	No	Unsure
1.	Do you know the person you intend to meet and their regular associates or family?	1 ☐	3 ☐	3 ☐
2.	If you answered no to question one, are you able to find out about them from an alternative source?	1 ☐	3 ☐	3 ☐
3.	Does this person have a known history or violent or unpredictable behaviour?	6 ☐	1 ☐	6 ☐
4.	Is the area you intend to visit known to be unsafe?	3 ☐	1 ☐	3 ☐
5.	Do all employees have a lone worker safety solution available to them?	1 ☐	3 ☐	3 ☐
6.	Do all employees have a mobile phone?	1 ☐	3 ☐	3 ☐
7.	Will another person be designated to accompany the employee?	1 ☐	3 ☐	3 ☐
8.	Does the employee have training in de-escalation skills?	1 ☐	3 ☐	3 ☐
9.	Is the employee trained to quickly break away from a violent person?	1 ☐	3 ☐	3 ☐
10.	Is the activity you intend to undertake likely to trigger violent behaviour?	3 ☐	1 ☐	3 ☐

Combined Total Of All Answers

Totals Explained:

10 – 15   Potentially Low Risk

16 – 23   Potentially Medium Risk

24 – 33   Potentially High Risk

1. **Do you know the person?** The more you know someone the better you are able to make judgements about their character and possible future behaviour. The less you know about someone the higher the risk.

2. **If you answered no to question one, are you able to find out?** If you don't know the person well, other sources of information can be helpful to determine the possible risks. For example, local police or social services.

3. **Is there a history of violence?** Past behaviour is the most reliable indication of future behaviour. If the answer is yes, there should be no question of an employee continuing on alone.

4. **Is the area unsafe?** Is there poor lighting, known gang behaviour, dark secluded areas, high crime etc.? Sometimes it's not the person who is unsafe but the area they are in.

5. **Do you have a lone worker safety solution?** Lone worker safety solutions provide professional monitoring of lone workers via a phone app or third-party device. They are far more reliable than manual check-in procedures

6. **Do all employees have a mobile phone?** Employees should be encouraged to have their mobile phones with them at all times. One equipped with a lone worker safety app further decreases the risks.

7. **Will someone accompany them?** It's safer for employees to work in pairs, while this is not always practical it is important to consider the added risks of employees working alone.

8. **Is there training in de-escalation?** This is an important skill for lone workers, proper training should be provided for employees. Effective de-escalation can resolve a situation safely.

9. **Can the employee break away?** Having the necessary skills to quickly break away from a violent person means the employee has an increased chance to get to safety and raise an alert if needed.

10. **Is the task likely to trigger violence?** Most jobs are unlikely to trigger violence. However, when it is less clear, employees need to be aware and discuss sending more people or alternative arrangements with supervisors.