



Working from Home Risk Assessment

Location: Employee's Home

Date: 18/8/25

Persons affected: Employees working from home and cohabiters

Risk Assessment carried out by Peter Hill

Signature: 

Emergency contact details

In the event of an emergency contact the office on 01283 599219. If you do not receive a response call Peter Hill on 07725 349613 immediately. If Peter is not available call Lisa Hill on 07498753530.

Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Poor lighting: Eye strain, headaches, slips, trips, bad posture, reduced productivity	Ensure lighting is adequate, use a desk lamp if necessary.	2	1	2
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Inadequate ventilation: Discomfort, reduced air quality, potential respiratory issues	Open windows regularly, use fans if needed.	1	2	2
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)

Work station set up poorly:	Use an adjustable chair, ensure monitor is at eye level, use a footrest if needed. Provide a guide for employees to assess their work stations.	2	3	6
Musculoskeletal disorders (e.g. back pain, neck strain, repetitive strain injuries)	Keep cables tidy and out of walkways, maintain a clutter free work space.			
Trip hazards from cables/ clutter				
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Faulty electrical equipment:	Regularly perform PAT tests on electrical equipment. Ask staff to report any issues with equipment.	1	5	5
Risk of electric shock, fire hazards				
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
Insufficient IT support:	Designated IT support person in the team available via screen sharing and over the phone support. Backup equipment available for ongoing issues that can't be resolved quickly.	3	3	9
Reduced productivity, increased stress due to technical issues				

Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)
<p>Mental and physical health:</p> <p>Stress and isolation - mental health issues such as anxiety, depression, decreased job satisfaction</p> <p>Lack of physical activity - physical health issues such as obesity, cardiovascular problems, decreased overall fitness</p>	<p>Minimal risk since home working is only one day per week. Access to manager over the phone in working hours.</p> <p>Encourage regular breaks, promote stretching and exercise.</p>	1	3	3
Hazard/consequences	Control Procedures	Likelihood (A)	Severity (B)	Risk Ranking (A x B)

Fire safety:	Ensure smoke detectors are working and where possible, a fire extinguisher is available.			2	5	10
Increased risk of fire-related injuries or	Encourage staff to keep a first aid kit accessible and to have emergency contact numbers saved in a phone which is always to hand.					
Likelihood		Severity		Priority		
1	Highly Unlikely	1	Trivial	1	Urgent action - (Risk no 15 - 25)	
2	Unlikely <small>Delayed response times</small>	2	Minor Injury	2	High priority - (Risk no 10 - 12)	
3	Possible	3	Over 3 day injury	3	Medium Priority - (Risk no 5 - 9)	
4	Probable <small>medical conditions</small>	4	Major injury	4	Low Priority - (Risk no 2 - 4)	
5	Certain	5	Incapacity or Death	5	Very Low Priority - no action required (Risk no 1)	