



ESTABLISHED STANDARDS

Working at Home

Description

An employer has the same health and safety responsibilities for home working as for any other workers. Whether someone is working from home permanently or on a temporary basis

there are several factors to be considered to ensure that anyone working from home remains safe and well.

Additional Sources

<https://www.hse.gov.uk/toolbox/workers/home.htm>

Guidance



Stress and Isolation

Working at home can lead to people being isolated, leading to work-related stress and affecting people's mental health

Keep up communication with colleagues and offer each other support. If contact is poor it can lead to people feeling disconnected, isolated or abandoned.

Taking part in events held in UKRI can help create a connection between home workers and the organisation, for example the Corporate Webinar and Wellbeing events.



Working with Display Screen Equipment

For people working at home the risks associated with using display screen equipment must be controlled

A DSE assessment should be carried out where permanent arrangements are made for home working – Consult the DSE/Ergonomics guidance in this pack.

There is no increased risk from DSE work for those people working from home temporarily, so there is no need to ask them to carry out a DSE assessment in this case. However, make sure this is reviewed if the amount of time working at home increases, or is likely to do so.



Take Regular Breaks

Working at home can often mean that we take fewer breaks from the workstation – this can lead to fatigue. Make sure you get up and take a break – guidelines from the H.S.E suggest 5 minutes every hour.

Avoid static positions for long periods by changing position.

Make sure you stop for lunch, working long periods without a rest is not healthy.



Managing Eye Strain

Make sure you change your focus from time to time to avoid eye strain, you can do this by look at something else other than your screen periodically.



Electrical Safety

Working at home presents the same electrical hazards as working in an office!

Extension cables should be avoided unless necessary and if they need to be used, they should not be daisy-chained together.

Do not use damaged equipment! Damaged equipment needs to be replaced so report this to I.T to get a replacement. If you are using equipment that you have purchased that is damaged, you may need to replace it unless it can be repaired. Consult the place where you purchased it from.

Ensure equipment is switched off when not in use.

Consult the [Electrical Safety Guidance page](#) for further information.



Slips, Trips and Falls

In the Home Workplace the risk of injury resulting from a slip, trip or fall. Make sure you keep your workstation and surrounding area tidy, remove waste items from your workspace and other clutter.

Avoid using extension leads (as described above) and if you have to use them, make sure that trailing cables will not cause you or anyone else to trip.

See the [Slips Trips and Falls Guidance page](#) for further information.

