

3.2 SECURITY & VISITORS



Management of the Home have developed a number of procedures geared to improving the security of the Home with respect to residents, staff and visitors. You will be expected to familiarise yourself with these procedures which focus upon the following:

- ✓ Door security, which includes door entry systems and intruder alarms.
- ✓ Action to be taken in the event that a resident goes missing.
- ✓ Action to be taken in the event of an alleged / suspected theft of property.
- ✓ Break-ins, or attempted break-ins.
- ✓ Handling visitors to the Home. In this respect consideration is given to the right of a resident to refuse to see any visitor, and the right of the Home to exclude a visitor.

3.3 ACCIDENTS & INJURIES

An accident has been defined as **an uncontrolled or unplanned event which has led to, or could have caused, harm or injury to persons or property**. In reality:

Accidents don't "just happen" - people cause them

and they are caused through one or more of 4 main contributory factors:

- ✗ Persons not suited for the task in hand - physically unsuitable, tired, ill etc
- ✗ Unsuitable working environment - slippery floors, lack of space etc
- ✗ Persons not suitably trained for the job - unsafe practices.
- ✗ Horseplay and other improper behaviour.



The fundamental piece of legislation covering the handling and reporting of accidents and injuries is the *Reporting of Injuries, Diseases and Dangerous Occurrences Regulations, 1995*, usually abbreviated to R.I.D.D.O.R. These Regulations impose quite specific requirements on the management of the Home with respect to handling and reporting accidents and injuries: