While You're Looking After The Shop

Who's Looking After You?

USDAW

Top 10 Tips for a Safer Workplace

Here are Usdaw's top 10 tips to stay safe at work:

1. **Stay safe:** Move yourself out of harm's way and call for help. Do not try to intervene. Your safety is the most important thing.
2. **Know the policy:** Make sure you know what to do if an incident occurs. How do you call for help? If you see a suspected shoplifter in action, what should you do?
3. **Report it:** Make sure all incidents are recorded. Every employer should have a system for staff to report incidents and should regularly review them with your Usdaw rep to make the workplace safer.
4. **Report to the police:** Make sure incidents are escalated to the police if necessary so legal protections can be used against offenders.
5. **Get to know the security measures:** Familiarise yourself with panic buttons, safe refuges for staff, special codes to call for help or other security measures.
6. **Talk with your colleagues:** Is everyone aware of the policies and procedures? Are there issues in the workplace that need to be raised?
7. **Raise concerns:** If you have safety worries, raise them with your Usdaw rep. The Union can tackle issues like being left to cope on your own at high-risk times, lack of security measures, gangs hanging around, etc.
8. **Harassment is unacceptable:** Your employer has a legal duty to protect you from sexist or racist abuse, or harassment based on your disability, sexual orientation or religion.
9. **Don't accept abuse as part of the job:** Employers have legal duties to protect you from injury and abuse, and Usdaw is there to help members.
10. **Join Usdaw:** Usdaw members have access to support from their rep and the Union if an incident occurs. Usdaw can help to pursue legal claims for compensation on your behalf.

Join Usdaw

Usdaw understands the issues that retail workers face in the workplace; the more members we have, the stronger our case is with companies for better policies and better protections.

Simply complete a membership form and return it to Usdaw's Head Office. Just write **FREEPOST USDAW** on the envelope and put it in the post. You can also join online at: **www.usdaw.org.uk/JoinUs**

Scan to join today

For further information, call our Helpline on **0800 030 80 30** or visit: **www.usdaw.org.uk/fff**

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Stock photography, posed by a model