

Lone Worker Compensatory Rest Policy

Effective Date: Monday 26th January 2026

1. Purpose and Scope

This policy sets out the arrangements for rest breaks for employees working alone. This policy is drafted in accordance with **The Working Time Regulations (Northern Ireland) 2016**.

Under **Regulation 25 (Other special cases)**, the standard requirements for rest breaks do not apply to activities where there is a:

- **Need for Continuity of Service (Regulation 25(d));** and
- **Need for a Permanent Presence to Protect Property and Persons (Regulation 25(c)).**

Due to the nature of lone working in a betting shop environment, we rely on these exemptions to ensure the security of the premises and the Continuity of Service to our customers.

2. Informal Working Breaks (During Trading Hours)

We recognise that working alone requires flexibility. To comply with our duty of care under the **Health and Safety at Work (Northern Ireland) Order 1978** and to mitigate fatigue, the following provisions apply at all times during a shift:

- **Personal Comfort:** Staff are permitted to use bathroom facilities at any time.
- **Hydration & Nutrition:** Staff may consume food and drinks (e.g., tea/coffee) at the counter while on duty.
- **Mini-Breaks:** During quiet periods, staff are encouraged to take short "mini-breaks" at the counter to rest and stretch. Monitoring of the shop floor remains a requirement during these times for security purposes.
- **Requirement to Serve:** These mini-breaks are considered **Working Time**. Therefore, if a customer enters the shop or requires assistance, the staff member must immediately pause their mini-break to provide service.

3. Formal Compensatory Rest Period

Where the standard rest break is excluded under Regulation 25, **Regulation 28 (Compensatory Rest)** requires the employer to provide an "equivalent period of compensatory rest." This is provided at the first available opportunity when the requirement for Continuity of Service ends.

3.1 Variable Scheduling

"Last Bet At" times vary daily based on the needs of the business. Management will determine the Last Bet At time to factor in:

- Daily racing schedules and major sporting events.
- Lottery draw times and customer payout volumes.
- FOBT usage and terminal maintenance.
- General security and footfall requirements.

Regardless of the "Last Bet At" time, a **20-minute period of Compensatory Rest** will be provided at the first opportunity once trading ceases and the shop is closed to the public.

3.2 Procedural Example:

The following table provides an **example** of how the Compensatory Rest period is applied when trading is adjusted to allow for rest:

Time Period	Activity	Status
09:00 am – 21:25 pm	Trading Hours	Working Time (Regulation 25 Exemption)
21:25 pm – 21:45 pm	Compensatory Rest	Statutory Rest (Regulation 28)
21:45 pm - End of Shift (Up to 15 Minutes Maximum)	Closing Duties	Working Time (Admin/Cleaning/Security)

In this example, the "Last Bet At" time is moved from 21:45 pm to 21:25 pm to facilitate the 20-minute Compensatory Rest window.

3.3 Procedures for the Compensatory Rest Period

1. **Shop Closure:** At the designated "Last Bet At" time, the staff member must stop taking bets and lock the shop doors.
2. **Cessation of Work:** For the following 20 minutes, the employee is **relieved of all work duties**. This constitutes the "equivalent period" required by law.

4. Closing Duties

Following the conclusion of the 20-minute rest period, staff will perform final duties (counting the till, EOD reports, cleaning, etc). All work duties must cease and the premises must be vacated **within 15 minutes**.

5. Remuneration (Unpaid Breaks)

All Rest Breaks and Compensatory Rest periods are **unpaid**.

6. Daily Rest

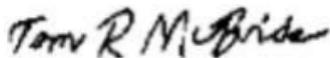
In addition to rest breaks during a shift, all staff are entitled to **Daily Rest** under **Regulation 13**.

- **The 11-Hour Rule:** Every worker is entitled to a rest period of 11 consecutive hours between shifts in each 24-hour period.
- **Scheduling:** Management will ensure that if a staff member is rostered to work a closing shift, followed by an opening shift, that there will be an 11-hour gap between shifts.

7. Employee Responsibility & Compliance

This policy is a health and safety requirement. Failure to adhere to this policy is considered a breach of company rules and may result in **disciplinary action** in accordance with the company's Disciplinary Procedure.

Approved by:



Tom McBride, Chief Executive Officer

On behalf of McBride Racing Limited

Date: 26/01/2026