[YOUR NAME]  
[ADDRESS1]  
[ADDRESS2]  
[POST TOWN]  
[POSTCODE]

[DATE]

[YOUR EMPLOYER]  
[ADDRESS1]  
[ADDRESS2]  
[POST TOWN]  
[POSTCODE]

**Request to be involved in workplace risk assessment process**

Dear [NAME OF EMPLOYER],

I am writing to request to be involved with the completion of a required workplace risk assessment regarding my return to the workplace during this pandemic. As someone living with diabetes, I want to be able to do my job safely.

If you have already conducted a risk assessment would you be able to share this with me? This should be available to employees.

If you haven’t undertaken one yet, I would welcome being involved in the process and having a conversation about what workplace safety during the coronavirus pandemic means for my role. Risk assessments should be completed before an expected return to work – to ensure safety of staff, and particularly to ensure that vulnerable staff have been fully considered.

[Include some information if appropriate on what your situation is, for example how well managed your condition is, if you feel comfortable sharing this. You can also mention elements of your job which you think might be hazardous or problematic.]

As you may know, diabetes is currently considered to be a ‘clinically vulnerable’ condition by the government. This means that people with diabetes are ‘at higher risk of severe illness from coronavirus’. This is a very stressful time for people with diabetes, particularly in light of significant media attention on the relationship between diabetes and coronavirus mortality. Data released by NHS England in May found that people with people with type 1 diabetes were 3.5 times more likely to die, and people with type 2 twice as likely to die, than people who don’t have diabetes when in hospital with coronavirus.

In the Health and Safety Executive’s [‘Questions and answers on working during the COVID-19 outbreak’](https://www.hse.gov.uk/contact/assets/docs/coronavirus-q-a.pdf), the advice states that people with ‘clinically vulnerable’ conditions who are unable to undertake their role at home should be offered ‘the option of the safest available on-site role that allows [them] to follow social distancing rules’.

Given that people who are ‘clinically vulnerable’ are advised to be particularly mindful in maintaining social distancing and excellent hygiene practices, it is important that this is not compromised by working practices. Therefore, I would also welcome a conversation with you to discuss reasonable adjustments that can be made to my work, so that I have the support I need to maintain social distancing and good hygiene to keep safe in the workplace.

Thank you in advance, and I look forward to hearing from you.

Yours sincerely,

[EMPLOYEE NAME]