

Forest School Handbook for Micklem School.

(Full policies are available on our Micklem Primary School website or in the school office)

Equality.

We believe that every child deserves an equal opportunity to maximise their potential.

Our Forest School vision is to support quality education out of the classroom.

Quote from the Forest School Association: “Forest School Association promotes quality education for all”

Inclusion and equality will run through all Forest School activities.

All children will be treated equally, regardless of age, gender, culture or ability.

All children will be included in activities in a nurturing and caring environment.

Where possible adjustments will be made to accommodate children with allergies, medical conditions, or behavioural issues,

All children will be made to feel their contributions are worthwhile and shown the value of working together, respecting each other's views and ideas.

Health and Safety, First Aid and Use of Tools.

As with all of our policies, our full school health and safety policy can be found on our school website. All staff and students are familiar with this.

We have designated people responsible for First Aid in school, including pediatric first aid training. The Forest School leader also has a level 3 award in Forest School first aid.

Ppe and first aid kit (including treatment for burns) will be easily accessible at all times.

All Forest School sessions have a high ratio of child:staff.

Registers are taken before we begin a session and regular head counts are taken during activities.

Medication.

All inhalers, epi-pens/medication to be clearly labelled with the child's name and admin, and taken to the woods with us.

Weather.

The weather will be assessed prior to each session by the Forest School Leader. If extremely windy or cold and deemed unsafe the session can be cancelled/ another linked activity will replace the session.

Use of tools.

Children are taught to safely use equipment and materials, firstly by using “tools talks, and then reminded often. Eg. moving around the woods and climbing trees.

Fires, cooking and tools will only be used when we feel participants are confident. We have risk benefit assessments for each of these.

Accident and emergency.

Forest School leader to have access to a mobile phone in case of emergency only.

Walkie talkies held by Forest School lead and support staff to communicate with the main school.

“Red triangle” signal to communicate an emergency.

Food and Drink.

Food safety and hygiene certificate is held by the Forest School leader.

Regular hand washing is monitored, especially before eating or drinking.

Hand washing facilities available throughout the whole session.

Toilets are located in the school and although the children are encouraged to use them before we begin the Forest School activity, they will be available during the session.

Safeguarding.

We take our child protection responsibilities very seriously and the safety of our children is very important.

Any concerns the Forest School lead has will be noted and reported to our D.S.P. (designated safeguarding person).

If deemed necessary concerns will be reported to the relevant agency.

(Again, our full policy is available on our school website or in the school office).

Anti-bullying.

Our Forest School prides itself on our nurture ethic. We provide a caring, friendly, safe environment and we have a clear, consistent behaviour policy.

However, if bullying does occur, all pupils and staff should be able to tell; and know that incidents will be dealt with promptly and effectively.

Confidentiality and Photography.

Medical and personal information is confidential.

All adults must be made aware on a need to know basis.

Only the school's camera and ipads must be used to take videos/photos.

As part of the permission to attend Forest School sessions, parents/carers will be asked to agree to their child being photographed/filmed for observational/training or school promotion purposes. Those without permission will not be recorded.

Observations/assessments of the children attending will be kept in school and shared on a need to know basis. Oral feedback can be given in strict confidence.