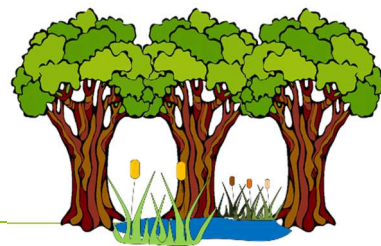


Roles and Responsibilities Policy



Roles and Responsibilities of the Forest School Leader:

- To plan and lead appropriate Forest School sessions centered around the children.
- To ensure that the activities planned are within the children's capabilities, and plans are amended to ensure all children can take part.
- To take responsibility in ensuring the behaviour policy is upheld.
- To have an up to date First Aid Qualification.
- To ensure all participants follow the Clothing Policy.
- To ensure all participants follow the Eating Policy.
- To ensure all adults are aware of the Emergency Procedures Policy.
- To carry out daily risk assessments as per the Risk Assessment Policy.
- To assist with the toileting of children if they need help.
- To ensure all the policies are regularly reviewed.
- To investigate any accidents or near misses and use data to inform future risk assessments, policies and planned activities.
- To check that safety condition is in good working order.

Responsibilities of the accompanying staff:

- To take an active role in Forest School activities, disciplining, where appropriate, children in line with the Behaviour Policy.
- To assist the Leader in ensuring equipment meets safety standards, if they have any concerns they should tell the Leader immediately.
- To report accidents or hazards to the Leader immediately.
- To take responsibility for making themselves aware of safety issues such as where the first aid kit is located.

Responsibilities of the children:

- To take their own safety and the safety of others seriously.
- To take personal responsibility for their own safety and others safety.
- To listen to and follow instructions about safety given to them.
- To bring appropriate clothing and footwear to Forest School sessions.

Equal Opportunities at Forest School

- It is essential that during Forest School sessions all children should be treated equally and fairly. Every child is unique and different and this will be celebrated and encouraged during every session.
- It is essential that the children feel they are in a safe and secure environment, where every contribution they make is valued and respected.
- Inclusion will be a main theme throughout each Forest School session and it is essential that no child feels left out for any reason.