

Clothing Requirements

Children and Adults should come to sessions wearing their Forest School clothes.

Your child will need:

- Wellingtons or walking boots (Old trainers let in water and are not suitable)
- Sensible, long-sleeved layers of clothing.
- Coat
- Gloves and hat (if the weather turns cold)
- Thick socks.
- Waterproof trousers and jacket (to go over their coat)
- Carrier bag for wet & muddy clothing
- Long hair should be tied back in a pony tail
- Sunhat and sun cream as needed

Please make sure that all Forest School clothing is clearly named.



Safeguarding Policy.

Bright Bug Forest School acknowledges the duty of care to safeguard and promote the welfare of children and vulnerable adults and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice.

The policy recognises that the welfare and interests of children are paramount in all circumstances.

It aims to ensure that regardless of age, ability or disability, gender reassignment, race, religion or belief, sex or sexual orientation, socio-economic background, all children and vulnerable adults

- have a positive and enjoyable experience in a safe and child centred environment
- are protected from abuse whilst participating in the activity provided by the organisation or outside of the activity.

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Bright Bug Forest School acknowledges that some children, including disabled children and young people, vulnerable adults or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

As part of our safeguarding policy Bright Bug Forest School will:

- promote and prioritise the safety and wellbeing of children and young people
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure robust safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in Bright Bug Forest School. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from sessions.

Equality and Inclusion Policy

During a Forest School session:

- all children and adults will be treated equally regardless of ability, age, gender, culture or race.
- where possible, adjustments will be made to accommodate children with allergies, medical conditions or behavioural issues.
- all children will be included in all activities in a nurturing and caring environment.
- a range of different learning styles will be used to help promote independence during the activities.
- All those participating will be made to feel that their experiences and contributions are worthwhile.
- the value of working together harmoniously will be promoted, respecting others views and ideas.
- Forest School is a child led experience and wherever possible the children will be allowed to follow their own interests providing they show respect for each other and the woodland area.
- inclusion and equality will run through all forest school activities.

First Aid

Ensure the group is safe, delegating responsibility where appropriate

If appropriate, remove the danger, or people from the danger

Qualified First Aider called to check ABC, administer First Aid and, if necessary, call for further assistance (emergency services, school, parents)

Record full details and record in incident book

Follow up with parents if not in attendance

Missing Child Policy

- Prior to the session a head count will be undertaken.
- This will be repeated at regular intervals during the session.
- The boundary areas will be established with the group
- For sessions where the parents are attending, the children remain in the care of their parents
- If it becomes apparent that a child is missing, the FS leader will call the group together quickly and a head count will be taken.
- If a child appears to be missing, 2 adults to stay with the group whilst the remaining staff/volunteers 'sweep' the area.
- If a child is still missing after 10 minutes? (how long do we wait) an adult is to alert the Police.

Weather Policy

- If the weather is extremely windy it is advisable not to hold the Forest School session in the woodland due to falling branches and trees on site. A decision will be made by 9am on the day of the session. Any payment will be refunded or a credit given if sessions are cancelled in advance.
- If the weather deteriorates during the Forest School session and the Forest School Leader feels it is unsafe to remain in the woodland, the session must be cancelled. No refund will be given.

Clothing Policy

Forest School sessions will take place in all weathers unless deemed unsafe by the Forest School Leader.

‘There is no such thing as bad weather, just bad clothing’

Suitable clothing is essential for all to be able to participate.

Children and Adults should wear:

- Long sleeved tee shirt
- Trousers, to reduce the risk of bites, stings and scratches
- Waterproof over trousers or dungarees and jacket
- Long socks, wellies or old trainers (in very hot dry weather)
- During the summer, a sunhat and sunscreen should be supplied
- During the colder months, extra layers such as a fleece, leggings, tights, hats and gloves etc. are required.

Health and Safety Policy and Emergency Procedures

Bright Bug Forest School will follow all Health and Safety Policies as follows:

We will establish and maintain a safe and healthy environment at sessions by:

- Establishing, maintaining and evaluating appropriate procedures, policies and risk benefit assessments.
- Ensure the provision of sufficient information and instruction for volunteers in sessions so they can contribute to their own health and safety and that of the children/families they are working with.
- Establish and be familiar with, all emergency procedures including the reporting and recording of incidents.
- Ensure that the Forest School Leader is first aid trained.
- Accidents should only be dealt with by the Forest School Leader or a qualified first aider and recorded appropriately in line with our standard procedure.
- Investigate any accidents and use information gathered to inform future risk assessments and policy reviews.
- The Forest School Leader is to take control of any emergencies and will follow the emergency procedure action plan.
- Ensure that all equipment is in good working order and is used appropriately.
- To ensure the safety of the visitors throughout their session.
- The Forest School Leader is responsible for the maintenance of the first aid kit, and any tools brought into the session.
- To carry out risk assessments and benefits of the forest school location, sharing all information with the other adults.
- To assist with the toileting of children if they request help or support to do so.
- To ensure all forest school policies are regularly reviewed and that reviews are informed by observations and developing knowledge of the forest school setting.
- To follow the forest school principles and criteria for good practice set out by www.forestschoollassociation.org

First Aid Policy

1. However many adults accompany Forest School sessions, the person in charge is always the trained Forest School Leader. There should be at least one additional member of staff in the group when possible (with other accompanying adults to the required ratio).
2. The FSL has overall duty of care for the children in her charge, but all adults are required to take all reasonable steps to ensure the children and are safe.
3. The staff will carry the Emergency bag and at least 1 mobile phone (the signal has been checked).
4. In the event of an emergency there is a protocol - one copy is in the Emergency bag. The FSL will make a judgement as to whether to alert the emergency services or the school first; usually it would be the school so that they can make the phone calls while the FSL manages the situation and keeps the other children safe. If Parents are in attendance they will be first to be informed.
5. In the case of needing to split the party, the FSL will remain with the casualty and other members of school staff will accompany the other children back to school. If necessary, staff will come from school to help accompany the main party back to school. If it is a session where parents are in attendance, the session will be ended and parents asked to vacate the site if necessary.
6. The FSL (Parent if in attendance or other designated adult) will accompany the child to hospital and provide a full written report of the accident. School procedures will be followed and no one should speak to the media without the permission of the Headteacher.
7. The FSL will ensure that the risk assessments are kept up to date and that the site and route are checked on the day of the session.
8. When sharp or heavy tools are used there is always adult supervision. Gloves are worn when peelers, screws, saws or knives are used.

This is a list of some plants that are toxic in our local woodlands. Please note this list is not complete.

Toxic Plants



Snowdrops



Ivy



Fox glove



Euphorbia



Elder leaves, flowers and berries
(flowers and berries are safe
when cooked)



Dog's Mercury



Cuckoo pint /
Lords and Ladies



Bluebells

These plants are beautiful and a vital part of the ecosystem - many are a food source for other species, especially pollinators. So enjoy looking at them but take care and don't eat them. Be careful touching them. Thankfully serious poisoning by plants is uncommon in the UK. But if you think a child or adult has eaten part of a doubtful plant, seek medical advice immediately from the hospital or call 999. Take a sample of the plant with you. It is important to not panic and do not try to make the person sick.



acorns/oak leaves