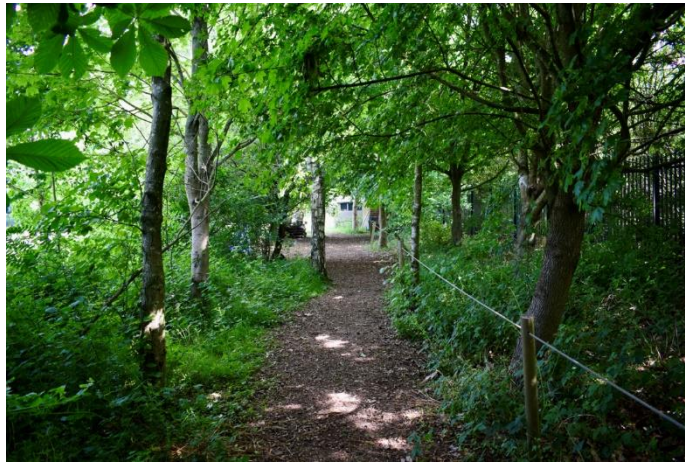




# Asterdale Primary School

## Forest School Policy and Procedures



*'Together We Can...'*

*Be confident, Be excellent, Nurture, Build*

Written by:	Mr Evans
Approved by:	Governing Body
Date Approved:	April 2023
Date of Review:	April 2025
Version:	1

We as a school consider our equality duties under the Equality act 2010. The general duties are to: -

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations

This policy understands the principle of the Act and the work needed to ensure that those with protected characteristics are not discriminated against and are given equality of opportunity.



## **Forest Schools Policies and Procedures**

### **Mission Statement**

At Asterdale Primary School we aim to use the natural outdoor woodland area to offer the children an insight into the Forest School ethos. This approach to outdoor learning encourages children to become independent, use their imagination, take appropriate risks within boundaries and initiate learning for themselves.

Forest School is a holistic approach to learning, incorporating children's individuality and develops their skills for lifelong learning. It can cover all aspects of the EYFS and National Curriculum, including the emotional and spiritual aspects of learning where self-esteem and self-confidence can grow and positive relationships with peers can be formed. Forest School explores the outdoors and the natural environment with practical, useful activities all year round. It develops peer learning with the adults providing support and enabling activities to take place. The child's interest will be at the heart of any activity.

### **The main aims of Asterdale's Forest School are;**

- To experience the outdoor environment for an extended period of time developing a relationship with natural spaces.
- To promote children's self-esteem and confidence using the Forest School area.
- To foster independent, resilient, creative learners.

### **Forest School Site**

The Forest site at Asterdale is located at the far side of the school playing field. Site Grid Reference SK 410354.

This is a secure site with no unauthorized access to public or vehicles. The area is marked by a roped fence to set site boundaries. The site is within very easy access to the main school building but far enough away to create the natural space of a woodland.

Asterdale has additional policies, which will be adhered to alongside this policy during Forest School sessions within our woodland.

- Equal opportunities
- Health and Safety
- Child protection and procedure
- Safeguarding
- Behaviour and discipline
- Design and Technology
- Inclusion
- PHSE
- Science

### **Legislation considered for policy:**

Health and Safety at Work Act  
Race Relations Acts 1976 & 2000  
Children Act 2004  
First Aid at Work Regulations 1989  
Personal Protective Equipment Regulations  
Food Safety Regulations 1995

### **Roles and Responsibilities**

#### **Governors**

- Ensure they are aware of Forest School ethos, procedures and objectives.
- Ensure they are informed of the health and safety procedures in place for Forest School.

#### **Head Teacher**

- Ensure sessions comply with the regulations and guidelines.
- Be confident that the Forest School Leader/Group Leader is competent to monitor the risks throughout each session.

They will also ensure that:-

- Adequate child protection procedures are in place.
- The risk assessment has been completed and appropriate safety measures are in place.
- The Forest School Leader or another member of teaching staff is competent to lead the activity and is familiar with the site.
- The adult: child ratio is appropriate.
- Parents have signed consent forms.
- Arrangements have been made for the medical and special educational needs of children attending.
- Adequate first aid provision will be available.
- There is adequate and relevant insurance cover.
- The Forest School leader has access to a copy of the emergency procedures, the names of everyone in the group and contact details for the next of kin.

## **Forest School Leader**

The Forest School Leader will have the overall responsibility for the supervision and conduct of each session. The leader will:-

- Have a level 3 Forest School Leader qualification and an outdoor first aid qualification.
- Follow the health and safety guidelines and policies.
- Undertake comprehensive risk assessments.
- Clearly define each adult's role.
- Be aware of child protection issues.
- Ensure that adequate first aid provision is available.
- Undertake the planning and preparation for each session, including differentiation for individual children's needs.
- Ensuring necessary equipment is taken into woodland.
- Supervise the use of tools use, cleaning and storage.
- Organise emergency procedures.

## **Additional Adults/Volunteers**

Other adults will be clear in their roles and responsibilities. They will:

- Do their best to ensure the health and safety of everyone in the group - reminding children of rules and boundaries within the setting and following them themselves at all times.
- Follow the instructions of the Forest School Leader and help with the control and discipline.
- Model good practice throughout the session.
- Carry out delegated roles and responsibilities.
- Support children to manage their own risk.
- Speak to the Headteacher/Forest School leader if concerned about the health and safety of children at any time during the visit.
- Be DBS checked.

## **Parents**

The Forest School Leader will:

- Provide written information and briefing sessions to help parents decide whether their child should take part in Forest School sessions.
- Tell parents how they can help prepare their child for the visit.
- Invite parents to support Forest School sessions as a volunteer if they wish.
- Parents will need to sign a consent form and give the teacher information about the child's physical health.

## **Equality and Diversity**

All children will be included with all activities and no form of discrimination will take place, reasonable adjustments will be made to make it inclusive for all. Inclusion is a thread which runs through all of the Forest School activities regardless of a child's ability, disability, gender, race, culture, etc.

## **Special Educational Needs**

- Forest School aims to provide a welcome and appropriate learning opportunity for all children providing an environment in which all children are supported to reach their full potential.
- We welcome children with special needs who can participate in Forest School, if appropriate, after consultation between all relevant parties.
- Changes and adaptations can be made to the programme of activities to meet children's specific needs.

## **Health and Safety**

Forest School sessions, by their nature, encourage children to develop their own risk management skills and will support them to become responsible for themselves and others around them. Children will be reminded of rules and safe play if they are considered too dangerous.

Risk assessments will be carried out for each activity and for the use of all tools and equipment. A pre-visit site check is also carried out before each visit. Risk assessments will be in place to cover other eventualities. The Forest School Leader will assess weather conditions regularly and will evacuate the area if they become too extreme. All children and adults will wear appropriate clothing depending upon the weather conditions. An open fire risk assessment will be carried out before a fire is allowed and protection procedures followed. A Forest School Leader will be present at all times and children will be reminded of safe practice. While delivering outdoor learning we will always adhere to the schools Health and Safety, Safeguarding Children, First Aid and Food Safety Policies to enhance all aspects of health and safety.

Risk Assessments will include:

The site of the Forest School

Risk Assessments for the use of tools (bill hook, bow saw, mallets, knives, loppers)

Fire

Rope and string

Shelter building

Water

Collecting natural materials

Being off the ground

Blindfolds

## **First Aid**

- Forest School Leaders hold an advanced first aid certificate, which specifically covers outdoor and paediatric first aid.
- They will administer care needed during each session following the First Aid Policy already in school and in line with Forest School Procedures.
- The Forest School Leader will ensure the safety of every child and will assess the possible need to evacuate the children indoors.
- They will seek emergency help if needed and there will be a first aid kit taken into the woodland area. This will be kept in a place that is accessible to all. Additional first aid equipment is located within school.

- If an accident occurs, an accident report form will be filled in. Normal school procedures will be followed and parents will be contacted to inform if this is felt necessary.
- All staff and helpers are made aware of medical conditions of the children - inhalers, epi pens etc. and these are taken into the woodland as needed.

### **Emergency Procedures**

- In the event of a minor injury occurring, initial first aid will be carried out by the Forest School Leader.
- If it is necessary, the child will leave the woodland with an adult to go to the medical room on the school site. In this event a report slip will be sent with the child to notify the school first aider of any details.
- In an emergency, the Forest School Leader will contact the school by mobile phone ensuring a quick response for emergency services.

### **Personal Protective Equipment**

- Suitable clothing and appropriate footwear must be worn at all times. This includes a waterproof coat, waterproof trousers and wellington boots.
- Gloves to be worn to protect hands and keep clean when necessary.
- Sunscreen and hats must be worn during hot weather.
- Hats and scarves to be worn in cold weather conditions.



# **Asterdale Primary School Tool Policy**

## **Statement of intent**

To enable Asterdale Primary School to have Forest School sessions it will be essential to use real hand tools. This allows children to develop new skills and maintain the woodland. It provides opportunities for children to safely assess risk. Children and adults will be trained through tool talks on safe handling of the tools and will work with an experienced member of staff to develop their own skills.

## **Aim**

To allow children and adults to use tools safely within the woodland setting.

## **Method**

Before any tool is used a tool talk will be given to each child or adult who is present. Once children are used to this, they will then give the tool talk themselves. Procedures will be followed at all times; this will include the position of the adult or child's body when they are using the tool.

When using the tool a safe working distance will be observed (two arms and a tool) and a safe working area will be clearly marked.

Tools will be stored safely in a designated locked box. The box will be kept within the fire circle where an adult will be present at all times. All tools will be counted in and out at the start and end of each session to ensure no tools get left within the woodland or lost.

Protective clothing will be worn at all times when using tools..

Most tools will require one to one supervision with children. Bow saws will require two children to use the tool to work in teamwork. Children will not be left alone with tools.

All tools will be checked for damage or wear before use. Damaged tools will be disposed of safely or repaired. Tools will be cleaned, repaired and maintained on a regular basis. Wooden handles will be checked for cracks and splintering. Metal heads will be checked that they are not moving and are firmly in place. Blades will be checked for chips, dents, cracks or rust. Sheaths and guards will be kept clean, oils and waxes will be used to maintain handles. Oil such as WD40 will be used for moving mechanisms. Rust can be sanded off and blades sharpened by an adult using a sharpening stone.

# **Asterdale Primary School**

## **Forest School**

### **Fire Policy**



Campfires and the use of storm kettles are an important part of Forest School and are used in sessions. We aim to ensure that all children and adults participating in sessions with fires will do so safely and with as little risk to their health and safety as possible.

#### **Location**

- Fire pit area at the bottom end of the site in the clearing area.
- Campfire areas are enclosed by logs or large stones to prevent the spread of fire. Fire pit surrounded by railway sleepers showing the fire square where children do not enter.
- Storm kettles are only used on flat ground and any woodchip or leaf litter must be brushed away before use.

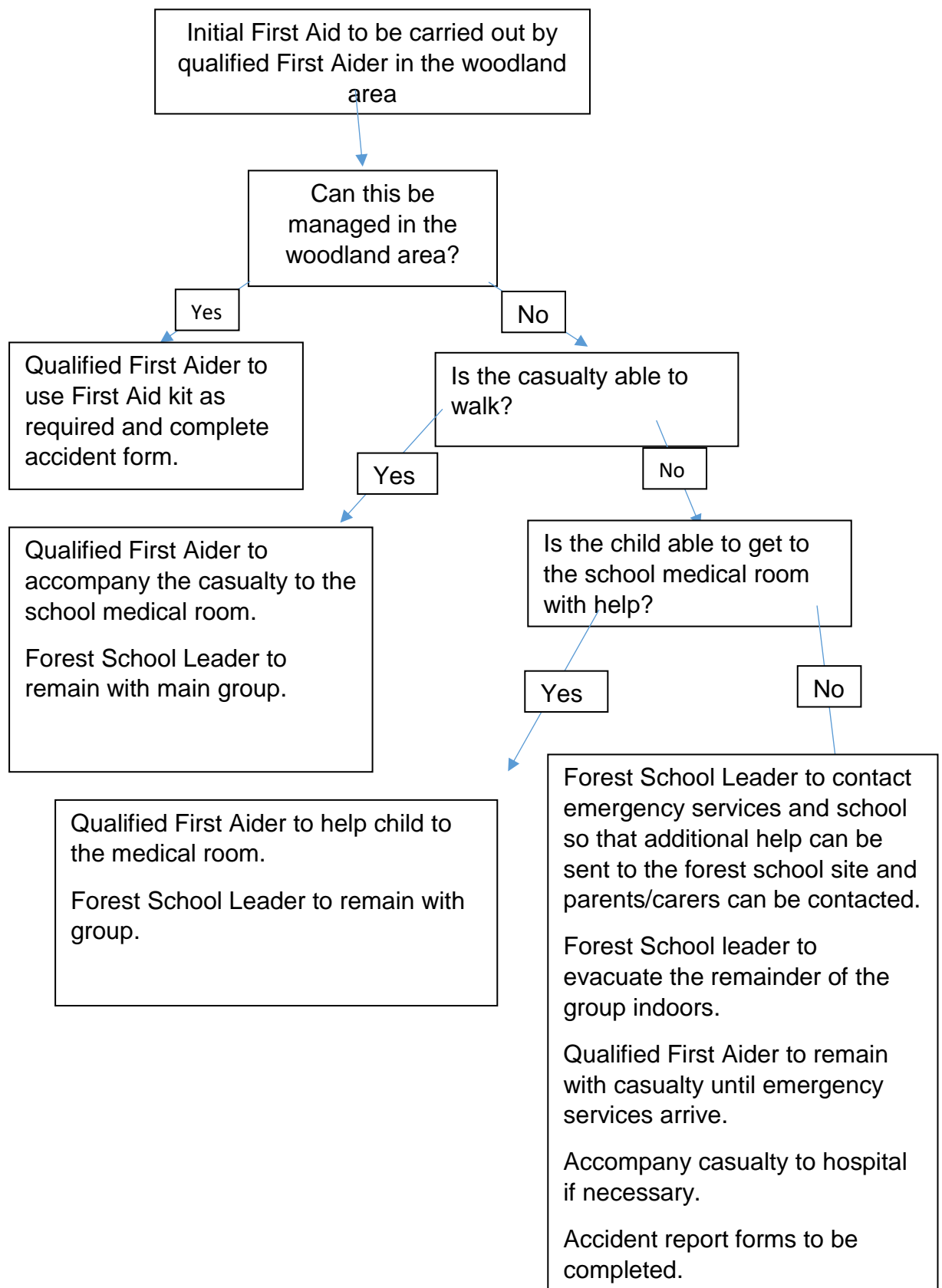
#### **Positioning of Children and Adults**

- Fire areas are surrounded by seating logs at least 1.5 metres from the fire pit.
- Children must be supervised whilst around the campfire at all times and the fire should never be left unattended.
- When accessing or moving around the campfire, children must walk around the outside of the log circle, then remain sitting on the logs whilst they are around the fire.
- Long trousers and shoes must always be worn.
- Children are not permitted to throw anything onto the fire.
- Fires will not be lit in strong winds. Only adults are permitted to light fires, unless children are under the direct supervision of a member of staff.
- No flammable liquids or plastics are to be used on the fire.
- If sessions involve children adding fuel to the fire, this must be done with one to one adult supervision.
- Water should always be to hand during campfire sessions – a large bucket of clean, fresh water to immerse hand or body part in if a burn occurs.
- At the end of the session, the fire must be extinguished with water until all smoke and steam has been put out. Leader to be responsible for checking the fire is extinguished and the permanent fire site is safe or evidence removed from a temporary site.



# Asterdale Primary School

## Forest School Emergency Procedure



# Asterdale Primary School

## Forest School Clothing Policy



To ensure that the children are sufficiently protected from the weather and the forest environment we require children to be wearing appropriate clothing and footwear. Clothing will get muddy so old home clothes are required.

### Winter Clothing

The general rule is to wear lots of layers which keep in the heat and can be removed if needed.

Children require:

- Warm hat
- Gloves NB not mittens
- Vest
- Long sleeved t-shirt/shirt
- Jumper/fleece
- Waterproof coat
- Waterproof trousers
- Wellies with warm socks/walking boots
- Thermal underwear

### Summer Clothing

- Sun hat
- Sun cream applied before session
- Thin, light long sleeved top if the session may include coming into contact with nettles, brambles.
- Light long trousers
- Enclosed shoes/boots (no sandals). Possibly wellies depending on the session.

Forest School Leaders and staff will ensure all the children are appropriately dressed before leaving for our Forest School session. We have spare winter and summer clothes in school, sun cream dispensers and sunhats. We also have a full class set of waterproof jackets and trousers.

# **Asterdale Primary School Forest School Weather Policy**



## **Asterdale Forest School believes**

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

The management of Health and Safety at work Regulations 1999 requires employers to assess the risks of activities; introduce measures to control these risks and to tell their employees about these measures.

So far as reasonably practicable the Forest School Leaders will take all reasonable steps to identify and reduce hazards to a minimum.

Forest School is outdoors! And as such, weather can be the most influential element in what and how things happen.

## **Procedures**

The Forest Leader is responsible for checking local weather conditions on the morning of a Forest School session

Wind can be a dangerous element in a woodland due to potential falling trees and branches. Therefore, if there are strong winds (measuring over 5 on the Beaufort Scale or above 19-24 mph) or thunder and lightning the session will not take place.

Particular attention to the canopy layer of the woodland area should be paid at the first dynamic risk assessment after strong winds to check for hung up trees/branches and fallen/damaged trees.

All children will wear appropriate clothing before leaving the main school building, this may be; fleece, gloves, wellies, waterproof jacket and coats, sunhats.

Adult helpers are advised to be appropriately dressed and where possible wellies/hats/gloves/spare socks and additional coats will be taken if necessary.

Planned themes and activities need to be very flexible and able to be adapted due to weather conditions. In cold weather children will be encouraged to be more active. More sedentary activities will take place in warmer conditions. Snacks and drinks will always be provided to suit the conditions.

# Asterdale Primary School

## Forest School Travelling Policy



### Walking to the Forest School Site

The Forest School site is within the secure boundaries and fencing of Asterdale Primary School.

We will walk to the Forest School site by following these procedures:

- The group will be given a safety reminder before leaving school and before leaving the Forest School site.
- An appropriate adult to child ratio will apply.
- The Forest School Leader and other adults will assume positions along the line of children to be able to constantly assess the route and also check that all children are following.
- Children will be encouraged to take note of their surroundings on the walk to the site and collect fallen dry twigs for kindling.
- The group will stay together so that the Forest School Leader at the rear can always see the adult at the front of the line.
- The group will stop immediately on the signal of “stop” from the Forest School Leader.

# Asterdale Primary School



## Forest School Building and Shelter Policy

We have no permanent shelters on the Forest School site for children to sit under.

There is an outside classroom between the school building and Forest School site, which is covered should we need to use it for any reason.

The site itself has a canopy of trees, so provides shelter from the sun in summer months.

If the session includes building a temporary shelter then the risk assessment for this will be followed, taking into consideration weather, the group of children, time etc. All shelters and ropes to be taken down after being used.

There are three sheds on the site. One to store wood, one for Forest School equipment and one for general gardening equipment. Children are not to enter the sheds unless accompanied by an adult and taught the reasons why and the potential risks, should they not follow the adults lead.

These conversations are built in during every session, building on the mutual respect for all equipment.

### **Procedure for preparation and disposal of food, litter and waste water**

Forest School Leaders keep up to date training in Food Hygiene for Education Providers.

Asterdale Primary Forest School maintains high food hygiene standards in relation to the purchase, storage, preparation and serving of food.

Food ingredients will be stored at correct temperatures prior to the sessions and checked thoroughly that they are in date and not subject to contamination. A cool box will be used to store any food that needs refrigerating and used within 2 hours.

Un-refrigerated food will be served within 4 hours. All utensils will be checked to ensure they are clean before use.

When food items are to be consumed during a Forest Schools session, warm water and anti-bacterial gel will be provided for hand washing. Children and adults will wash hands before preparing or eating.

Cooked food will not be reheated.

Campfire cooking will be done under the close supervision of an adult.

An activity risk assessment will be completed for all activities involving cooking on the campfire.

All hair will be tied back and loose clothing secured prior to cooking on a campfire.

When in Forest School it is the responsibility of the Forest School Leader and accompanying practitioners to demonstrate the correct way to dispose of litter and waste to children. The children should be taught and encouraged to clear up after themselves and be made aware of why it is important to do so, encouraging children to care for their own environment.

Items that are suitable to compost will be placed in the compost bin within Forest School. It is the responsibility of the Forest School Leader to maintain the compost area, along with the children and rest of the school.

Food that can't be composted will be taken back into the school building and disposed of by following the procedures of Derby City Council waste and disposal.

The Forest School Leader will provide waste containers, for waste to either be composted, recycled or which needs to be generally disposed of.

Fresh water should be used to put the fire out, if one has been lit during the session. If the clean water hasn't been used for this purpose, then it can be used to water plants in the school garden or poly tunnel. As long as there are no chemicals the water can be disposed of in the forest area. Any water that is contaminated should be placed in a container and disposed of appropriately and following Derby City Council guidelines.

## Woodland Conservation Procedure

**One of the principles of Forest School is to promote environmental awareness and encourage sustainability. The children are taught about an appreciation, respect and responsibility for the world around them. Both the children and adults are encouraged to be aware of conservation issues of the woodland around them.**

It is important to bear in mind the ecological impact of running a Forest School and with that in mind consideration will be given to the following:

- The fire will be contained in a Kelly kettle which uses very little fuel and will enable the site to be left unaltered when it has been put out.
- This will limit the amount of dead wood that is burnt as it is important for the soil layer of the forest.
- Children will be educated not to pick up anything that is still growing.
- Unless the locations have an abundance of a woodland resource required for specific activity, materials will provided by the Forest School leaders from various other sites.
- The Forest School leaders will observe the effect of the school route to and from the forest location and if necessary adjust the route to ensure the woodland flooring has time to recover.
- Where beneficial to the woodland the school will coppice Ash, Sycamore and other self seeding trees.
- Forest school leaders will ensure that woodland species are conserved and will endeavour to plant new species if damage has occurred.

# Site risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

Location		Asterdale Primary School – Forest Schools								
Description of site/activity/tools: (owner, debris, dogs, flora & fauna, access, vehicles, water, interesting features, other comments)		<p>Asterdale Primary School, Borrowwash Road, Spondon, Derby, De21 7PH. Owned by Derby City Council.</p> <p>The Forest site at Asterdale is located at the far side of the school playing field, down the left hand side of the woodland walk, the central seating fire area and the woodland further below towards the Golf course. The area is marked by a roped fence to set site boundaries. The site is within very easy access to the main school building but far enough away to create the natural space of a woodland.</p> <p>There is no debris on site to specifically mention – everything on site has a use and purpose. Wide range of flora and fauna of range of ages. No dogs have access to the site. No running water on site – outside tap on outside of school building. No vehicular access, other than when the grass is being cut, but we have a schedule of these dates in school.</p>								
	Hazard	Harm	People at risk	Existing preventative measures	Probability (P) 1-5	Severity (S) 1-5	Rating (P x S) 1 - 25	New preventative measures	Who? When?	Benefits
1	Transport (transport policy in handbook)	Slips, trips, group becoming too disjointed	All	Forest School site is within the secure boundaries of Asterdale Primary School. Safety reminder before leaving school. Appropriate adult to child ratio. SA and FSL at either end of the group. Group will stay together. Group to stop immediately on the signal of 'stop' from FSL.	1	1	2	No new measures necessary	All	Children and adults to be able to take part in Forest Schools.
2	Location of Forest School	On the other side of the school field,	All	Forest School Leader (FSL) to carry fully charged mobile phone with network coverage. FSL to be qualified in Outdoor First Aid SA to go over to school and get help if needed.	1	5	5	Check phone signal at beginning of each session. One or more SA also to have mobile phones with them. Forest school sessions noted on the daily calendar in staff room, so everyone knows who is outside.	FSL, SA and staff inside school	Children to be part of Forest School sessions. Children to experience Forest School

# Site risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

		away from main building.		Forest School First Aid kit to be kept in a designated area and accessible to FS group at all times. Emergency contact numbers for children involve in FS to be available within school.				Check and restock First Aid kit as necessary.		benefits and a thorough procedure in place should we need to contact the school building quickly.
3	Members of public on site	Potential interference, abduction.	All, especially the children	The Forest School site is within the safe and secure grounds of Asterdale Primary School. Any access to the Forest School site is through the main school reception. It is highly unlikely that members of the public would be on site. Measures undertaken just in case- Appropriate adult/child ratios All to be made aware of activity site boundaries by FSL Initial FS sessions to focus on safety and boundaries- theme to be revisited each session. Children made aware of what to do if unknown member of public approaches them- go to nearest adult, FS to report it to Headteacher/Site manager	1	1	1	No new measures needed.	All adults to be aware.	Children and adults to participate in Forest Schools.
4	Low branches/Falling branches/dead or dying	Potential injury – head or other. Hit in the face and/or eyes.	All	Assess weather conditions before and during sessions. Check site for hanging deadwood before sessions. Remind children of dangers of hanging deadwood/falling/low branches before each session. Check condition of trees and shrubs regularly. Notify site manager of any dangers and deal with as necessary.	2	2	4	No new measures needed.	All	Recognising hanging dead wood and what to do with it? What are the uses of deadwood for both our sessions and the



# Site risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

	branches	Crush injuries.								ecosystems? Education opportunities here are endless.
5	Prickly plants/ shrubs/ trees	Cuts, grazes, splinters	All	Clear area in the immediate vicinity of activity site if deemed necessary. Talk to children about hazards of prickly plants and what to do if they find one- do not touch, tell an adult if injured by one. Do not use prickly wood eg Hawthorn as timber Daily risk assessment of site prior to session to monitor and clear as necessary. FSL awareness of allergies within group First Aid kit to be in designated area and accessible in all situations.	2	1	2	Forest Schools Leaders will get to know where these plants are all year round and teach the children this too.	FSL and other helpers help to identify and educate.	Flora identification and education. Lifelong learning.
6	Fields level vegetation –	Stung, scratches or trips	All	Clear immediate vicinity of site if felt a risk. Educate children in the identification of nettles and other plants which may sting, scratch them or may cause a trip hazard along the floor. Educate children/helpers about natural remedies for stings and what stinging and thorny plants look like as part of the session. Safety talk to make children aware of the hazard before each session.	2	2	4	Ongoing assessment taking particular notice as the seasons and growing seasons change.	FSL and other helpers help to identify and educate.	Flora identification and education. Lifelong learning. Self help.
7	Animal faeces	Disease (Toxocariasis)	All – the young	The site is not somewhere where dog walkers would visit normally. Bertie, our school dog does go on the school field,	2	2	4	No new measures needed.		Life skill. Understanding of the possible

# Site risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

			<p>r the child, the less aware of the risk they may be.</p>	<p>always with Mr Evans. There may be faeces from other small animals such as rabbits, foxes, badgers, cats etc. Site to be checked by FSL and cleaned if necessary. Children to be educated about the risks and that they should not touch anything that may be faeces, but to let an adult know. All group to wash/wipe hands before eating. First Aid kit to be kept in designated area and accessible at all times.</p>						<p>seriousness of being in close proximity to animal faeces.</p>
8	Litter/Rubbish	Trips, cuts, infections, disease.	<p>All, but more so the younger the child, the more 'at risk'.</p>	<p>Children to follow – do not touch it, tell an adult, children to put their own rubbish in the pockets/bags/rubbish bag. Site to be checked and cleared before each session. First aid kit to be kept in designated area and accessible in all situations.</p>	2	2	4	<p>Children to use composter for suitable waste.</p>	All	<p>Having respect for our environment. Using the composting bin for suitable waste – education. Life skill.</p>
9	Insects/wasps	Sting, bite, possible allergic reaction/poisoning/choking	<p>All – those who have not been stung before won't know what their</p>	<p>Check allergies/allergic reactions within the group - ask parents/carers on the FS form at beginning of academic year. Regular safety talk about bees/wasps. Epipen in First Aid kit. First Aid kit to be in designated area and accessible in all situations.</p>	2	3	6	<p>No new measures necessary</p>		<p>Insect ID and being aware of possible risks associated with ones they may come into contact with them.</p>

# Site risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

			reaction is.							
10	Poisonous plants and fungi	Poisoning	All. Certain groups of children deemed more at risk.	<p>Site to be checked prior to each session as part of risk assessment procedures.</p> <p>Areas of fungi to be monitored.</p> <p>Safety talk each session to make children aware of the hazard- warn children not to eat anything/put fingers in mouth</p> <p>Participants to wash/wipe hands before eating and drinking (adults to role model this)</p> <p>Children to be educated about different types of fungi and the role that they play in the woodland.</p> <p>First Aid kit to be in designated area and accessible in all situations.</p>	2	3	6	If and when a fungi or specific plant is found, use it as a base for the session as is likely to be new learning for all- including the adults.	FSL	New learning, ID, research, observation.
11	Slips, trips and falls – uneven ground, tree stumps, slipper	Slips, trips, falls, bruises, sprains, bumps	All	<p>Safety talk to be given at beginning of each session – children to lead these after first few sessions.</p> <p>Bramble in immediate vicinity to be cleared where possible/site check prior to visit/ visible warnings to children if necessary.</p>	2	1	2	Mulch to be put down around the fire pit and main pathway as necessary over the year, especially during wet months.	FSL, SA and children.	These risks are ones that children will come into contact with during every day life and therefore dealing with them in this

# Site risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

	y leaves, trailing vegetation, mud			<p>All to be advised of hazard and possible danger- reminder to take care.</p> <p>Ground to be monitored regularly and repaired as necessary by site manager.</p> <p>First Aid kit to be in designated area and accessible in all situations.</p> <p>FSL trained in outdoor first aid.</p>						environment is a valuable life skill indeed. Serious injuries aside, these benefits far outweigh the risks.
12	Weather (weather policy in handbook)	Hypothermia, hyperthermia, sunburn	All	<p>FSL to listen to local weather forecast prior to the FS session and to have contingency plans in place for change in weather.</p> <p>In the event of a strong wind (Beaufort Scale 5-6) the group will remain indoors and undertake suitable activities.</p> <p>Cold weather- All of group to be wearing suitable/adequate clothing. Encourage children to carry spare warm clothing. School to provide extra layers for those who need it. Group hot/warm drink to be made available during the session.</p> <p>FSL/SA to monitor group for signs of extreme cold.</p> <p>Keep active.</p> <p>Wet weather- All group to be wearing suitable /adequate waterproof clothing and footwear. Use tarpaulin/group shelters for protection against rain/snow etc.</p>	1	3	3	School have recently purchased a class set of waterproof jackets and trousers in a range of sizes. We have recently gathered a stock pile of spare clothes and wellies too, for children need to borrow	For any children who we don't feel are appropriately dressed for the weather	These waterproofs and spare clothes will enable more children to be prepared for the wet and cold weather conditions. They will be comfier, meaning that the clothing issue is not a barrier for them.

# Site risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

				<p>Hot weather- all of group to be wearing suitable/appropriate clothing including sunhats. Suncream to be applied before the children go outdoors. Frequent drinks of cold water to be made available. Tarpaulin/group shelters/trees to be used for shade. FSL/SA to monitor group for signs of overheating. Forest School First Aid kit to be kept in a designated area and accessible to FS group at all times</p>						
13	Buildin g/shelt er			<p>We don't have a Forest Schools building on the site. If we do at some point in the future, then it will be fully risk assessed. Temporary shelters are risk assessed in the activities risk assessment.</p>						

# Activity risk assessment

## Asterdale Primary School – Forest Schools

Date – June 2023

	Hazard	Harm	People at risk	Existing preventative measures	Probability (P) 1-5	Severity (S) 1-5	Rating (P x S) 1 - 25	New preventative measures	Who? When?	Benefits
1	Rope and string	Strangulation, trips, snagging, burns, entrapment.	All those taking part in the activity	Safety instructions given out at the beginning and FSL demonstrating good practice with the ropes. Show how to carry and move with the rope as well as tidy it up at the end of the activity. Children to take good care when putting tension on the rope to avoid burns and snagging. Adults to monitor closely – remove any ropes/strings that are deemed unsafe. Work closely with children. SA to be comfortable enough with the activity to be able to support the children themselves.	2	3	6	SA to be shown the rope/string activities before the session, so they can support with as much confidence as possible during the session.	SA	Children will have more support if SA can help them with knots, erecting tarps etc. Children need to be able to explore the rope and its uses in a safe manner. They need to be able to explore frustration, trials, failure and success.
2	Fire	Fire transfer, natural environment damage, burns, scolds, fire reignition,	All in the session, stake holders, other children in	The fire sites are well away from buildings and other ignition sources. (15 m as a minimum). Raise the fire off the ground using old slabs. FSL to check the ground for trip hazards and overhanging branches. Fire circle established and children aware of the rules and expectations when around the fire pit. Ensure fire pit is	2	3	6	No new measures needed		Fires are a whole new experience for majority of children and allowing them

# Activity risk assessment

## Asterdale Primary School – Forest Schools

Date – June 2023

			the main school building	<p>away from any of these risks. Fire pit to be supervised at all times. FSL to follow correct procedure for lighting, maintaining and extinguishing the fire.</p> <p>Buckets of clean, cold water, burns kit and First Aid kit within easy reach.</p> <p>Maximum of 4 participants around the fire at any one time. Long hair tied back and no loose clothing. Safe kneeling at all times, on one knee for balance. Fire safety gloves within reach and used once the fire is lit and under control.</p> <p>Place fuel on the fire carefully with gloves. Add/remove pans kettles with fire gloves. Spread embers to allow to fire to extinguish.</p> <p>Water poured around edge from the outside, inwards to extinguish completely.</p>						to be around, manage and use a fire responsibly and for the right reasons is a life skill that they may gain anywhere else other than during Forest School sessions.
3	Water	Slips, drowning, disturbing habitats	All	<p>There is no water on the forest schools site in respect of ponds, lakes, streams. The main hazard is rain water, which is covered under the site risk assessment in the slips , trips and falls section.</p> <p>Water butts will always be fitted with well fitted lids.</p>	1	2	2	No new measures needed, other than what is on the site risk assessment in respect of waterproof clothing, weather and slips.	All	Children experience being outdoors and continuing activities in all weathers as long as they are appropriately dressed and their basic needs have been met.
4	Collecting natural materials	Lifting injuries, strains, impact injury, crush injury, slips, trips, falls, poisoning, collector gets	All	<p>Explanation and guidance given on how to lift or move objects and what is appropriate, alternative methods for moving or bundling materials or fixing and checking structures (FSL, SA)</p> <p>Participants supervised throughout and rest periods built in (FSL, SA)</p>	1	3	3	No new measures necessary.		

# Activity risk assessment

## Asterdale Primary School – Forest Schools

Date – June 2023

		lost, cuts, grazes, thorns, splinters, poisoning		Link to site risk assessment of poisonous plants, spiky plants etc.						
5	Being off the ground	Slips, trips, falls, strains, cuts, disturbing animals homes	All children and adults taking part.	<p>Check the weather to make sure it's not too slippery for the activity.</p> <p>Climbing will be under the supervision of adults.</p> <p>Support the children in making their own risk assessments of surfaces they are going to climb on.</p> <p>Supervised at all times by FSL and not to climb above the shoulder of FSL.</p> <p>FSL, SA support children's experimentation and confidence. Regular rest times and the activity to be stopped if felt that safety is compromised.</p> <p>Visual checking to make sure that no animal's home is being disturbed.</p> <p>Trees with vines attached will not be used. Children will have no jewellery on and will have long hair tied back and no loose clothing.</p>	2	3	6	Risk assess the individual children, taking into account any physical or behavioural restraints.	All children	Children to take part in the activity and experience the feeling of not knowing where they are being led/
6	Blindfolds	Bumps, slips, trips, falls, panic, disorientation, cuts, grazes, head injuries, abduction, lost child	All those taking part	<p>Instructions given prior to activity, given option to just close eyes not wear blindfold or peep.</p> <p>Remind about other hazards, such as tree stumps, slip, etc. All other issues dealt with in site and group risk assessment and lost child, first aid or emergency procedures</p>	2	3	6	No new measures needed.	All	Communication.
7	Temporary shelters	Shelters collapsing, injury, cuts, grazes, impact, impaction	All in Forest Schools site.	<p>There are no shelter on the Forest School site. If there were to be a shelter at any point in the future then it would be fully risk assessed.</p> <p>If children erect their own shelter then it will be erected well away from the fire pit. Weather conditions need to be assessed and if it is deemed too windy then the activity</p>	1	1	1	No new measures needed	All	Children to use imagination and skills they have built up to erect a shelter of some sort, using



# Activity risk assessment

## Asterdale Primary School – Forest Schools

Date – June 2023

				would not continue. The shelters would be taken down at the end of the session. Make sure that the trees that the shelter is erected between is suitable. FSL and SA to support with this.						the materials available.
8	Campfire cooking	Food allergies, intolerances and dietary requirements. Food storage, preparation and cooking of the food.	All adults and children	FS leaders to undertake training in Food Hygiene for Educational Settings regularly and follow guidelines of storage, preparation, cooking and disposal. Children will be encourage to prepare some vegetarian foods within sessions, for us then to eat as a group around the campfire at snack time. This will link with using tools at times. Be aware of allergies, intolerances and dietary requirements. All of these will be catered for at all times and sessions planned accordingly. We will know this information through information provided to school.	2	3	6	Simple vegetarian foods prepared and cooked by children.	Young people and SA.	Using tools, food prep, cooking on an open fire, enjoyment of eating something young people have cooked for one another. A super 'aim' for the session. Washing up outdoors.

# Tools risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

	Hazard	Harm	People at risk	Existing preventative measures	Probability (P) 1-5	Severity (S) 1-5	Rating (P x S) 1 - 25	New preventative measures	Who? When?	Benefits
1	Billhooks	Cuts and stab wounds especially to fingers, hands and legs, friction burns, jarring,	All those in the session, both using the billhooks and others around and about	Group risk assessment to be completed before using billhooks. Tool talk given. Children to give tool talks themselves to others at an appropriate level. These procedures followed at all times. Discuss the positioning of body when using a billhook – knelt down in a balanced manner. Demonstrate to the group. Two arms and a tool length away from others, except the partner working with the billhook and mallet possibly. Ensure there is enough space for safe working in the area. Ensure the blade is sharpened correctly and by the FSL. Ensure that the billhook is placed back in the tool kit, with the cover put back on. Adults only to go into the toolbox and tools counted at beginning and end of session to make sure they are all returned. Any suspected damage to be reported to the FSL. Billhooks cleaned, repaired and maintained on a regular basis. No gloves when using the billhook as both hands are touching the tool. Those using the billhook will be supervised at a ratio of 1:1. Children not to be left alone with any tools at all. All staff to be aware of emergency procedures. Clean, cold water available and well stocked first aid kit close by. Mobile telephone in good working order.	1	3	3	No new measure needed at this point in time.	FS leader. SA. All of the time.	Knowing what specific tools are for and using them safely and for the intended purpose. A life skill. Building bonds and trust between the different parties.
2	Saws	Cuts, especially to	Those using the saws	Group risk assessment to be completed before using mallets. Tool talk given. Children to give tool talks	1	3	3	No new measure	FS leader.	Knowing what specific tools

# Tools risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

		fingers, hands and legs, friction burns, stab injuries	and others in the session	<p>themselves to others at an appropriate level. These procedures followed at all times. Demonstrate the safe positioning for using the saw, especially the bow saw when children will need to work in pairs.</p> <p>Glove on the helping hand. Supervised in a 1:1 ratio. Ensure that the saw is placed back in the tool kit, with the cover put back on. Adults only to go into the toolbox and tools counted at beginning and end of session to make sure they are all returned. Any suspected damage to be reported to the FSL. Saws cleaned, repaired and maintained on a regular basis.</p> <p>All staff to be aware of emergency procedures. Clean, cold water available and well stocked first aid kit close by. Mobile telephone in good working order.</p>				needed at this point in time.	SA. All of the time.	are for and using them safely and for the intended purpose. A life skill. Building bonds and trust between the different parties.
3	Mora Knives and potato peelers	Cuts and stab wounds to fingers, hands and legs	Those using the knives and others in the session	<p>Group risk assessment to be completed before using mallets. Tool talk given. Children to give tool talks themselves to others at an appropriate level. These procedures followed at all times. Demonstrate the safe positioning for using the knife. Always use with blade away from body and away from legs. Work 2 arms lengths and a tool away from nearest person.</p> <p>Glove on the helping hand. Supervised in a 1:1 ratio. When not in use, carry and store with cover on. Ensure that the knife is placed back in the tool kit, with the cover put back on. Adults only to go into the toolbox and tools counted at beginning and end of session to make sure they are all returned. Any suspected damage to be reported to the FSL. Knives cleaned, repaired and maintained on a regular basis.</p> <p>All staff to be aware of emergency procedures. Clean, cold water available and well stocked first aid kit close by. Mobile telephone in good working order.</p>	2	3	6	No new measure needed at this point in time.	FS leader. SA. All of the time.	Knowing what specific tools are for and using them safely and for the intended purpose. A life skill. Building bonds and trust between the different parties.
4	Mallets	Crush injuries to hand, fingers	Those using the mallets	<p>Group risk assessment to be completed before using mallets. Tool talk given. Children to give tool talks themselves to others at an appropriate level. These</p>	1	3	1	No new measure needed at	FS leader. SA. All	Knowing what specific tools are for and

# Tools risk assessment

## Asterdale Primary School – Forest Schools

Date – April 2023

		or other parts of body.	and others walking by.	<p>procedures followed at all times. Demonstrate the safe positioning for using the mallet. Glove on the helping hand. Supervised in a 1:1 ratio. Always check with partner before swinging the mallet. - 1,2,3, ready? Ensure that the mallet is placed back in the tool kit, with the cover put back on. Adults only to go into the toolbox and tools counted at beginning and end of session to make sure they are all returned. Any suspected damage to be reported to the FSL. Mallets cleaned, repaired and maintained on a regular basis. All staff to be aware of emergency procedures. Clean, cold water available and well stocked first aid kit close by. Mobile telephone in good working order.</p>				this point in time.	of the time.	using them safely and for the intended purpose. A life skill. Building bonds and trust between the different parties.
5	Loppers	Crush injuries to hand, fingers or other parts of body.	All – especially those using the loppers.	<p>Group risk assessment to be completed before using loppers. Tool talk given. Children to give tool talks themselves to others at an appropriate level. These procedures followed at all times. Demonstrate the safe positioning for using the loppers. Both hands ungloved used to hold loppers. Children to work in pairs and supervised by an adult. When not in use, carry and store with handles together and blade shut. Don't over stretch to reach a branch to cut. Ensure that the loppers are placed back in the tool kit, with the cover put back on. Adults only to go into the toolbox and tools counted at beginning and end of session to make sure they are all returned. Any suspected damage to be reported to the FSL. Loppers cleaned, repaired and maintained on a regular basis. All staff to be aware of emergency procedures. Clean, cold water available and well stocked first aid kit close by. Mobile telephone in good working order.</p>	1	3	3	No new measure needed at this point in time.	FS leader. SA. All of the time.	Knowing what specific tools are for and using them safely and for the intended purpose. A life skill. Building bonds and trust between the different parties.