Forest School Handbook

Equal Opportunities

"Each pupil is valued for who they are and what they bring to the school. We appreciate and celebrate the richness of diversity within the school community as well as the wider community. Through the work we do across the school on developing values, we actively promote the importance of tolerance, co-operation, courage, determination, friendship and respect. Through this approach, pupils develop independence, confidence and integrity which prepares them for their future lives"

Within the context of Forest School, all children will have access to weekly Forest School sessions where they are encouraged to respect themselves, their friends and the world around them. An emphasis on child-initiated play will support the development of their independence and confidence.

Confidentiality

In addition to the Confidentiality Policy at Norcot, all staff will be reminded that everything a child says and does at Forest School remains confidential.

If an adult has any concerns about a child with regard to safe-guarding, policy will be followed with details being passed directly to the child-protection officer.

Use of Media

Forest School follows the Norcot Early Years' Centre policy regarding use of media (cameras, phones etc).

Only school equipment will be used to record video or still pictures of the children at Forest School sessions. Photographs and videos taken will be downloaded to the nursery IT system and used for observational records and display. All staff will be informed by the Forest School Leader if any pupil in their group is unable to have photographs taken. The Forest School Leader will carry and use a nursery mobile phone for emergency reasons only.

Sustainability

Forest School will take place as a weekly session in either Woodside or the off-site Forest School. There is one trained Forest School Leader at Norcot Nursery, Kathryn Sykes. Where possible, further adults will be trained as Forest School assistants during the coming years.

A range of resources have been purchased including: personal protective equipment for the pupils, woodland tools for adult use and a small range of selected tools suitable for use with the students in our setting and hygiene equipment for hand washing.

Complaints Procedure

At Forest School, we will use the Norcot Early Years Centre Complaints Procedure for all stakeholders involved including – the children, staff, parents and the wider community.

Initially any concerns during a session should be shared with the Forest School Leader who will aim to resolve any issues on site if at all possible.

However, if a more serious concern is raised, the individual will be asked to write down their complaint ensuring they date and sign it. This will be passed onto the Head of Centre, Katarina Bingham who will review the situation.