

JOB DESCRIPTION

Forest School Leader

Pay scale	Grade G to H (depending on experience and qualification)
Job Title :	Forest School Leader
Main Job Purpose :	To plan, prepare and lead all Forest School sessions. The need will range from pupils with severe to profound and multiple learning difficulties, some of whom may also have significant physical, sensory or behavioural needs. The ages of the pupils involved will be within the Reception to Post-16 range.

Main duties and responsibilities:
<ul style="list-style-type: none"> • To be responsible for, plan and oversee the day to day delivery, organisation and smooth running of the Forest School provision. • To lead the class for the full duration of the session in absence of the class teacher, including preparing children for the session and transition to and from Forest School. • Set up Forest School before sessions, tidy away afterwards and maintain Forest School in a tidy, safe and accessible state. • To participate in training and other learning activities/meetings as required. • To administer First Aid as the need arises. • To evaluate the Forest School curriculum and to continually strive for improvement. • To promote learning in the outdoor environment and the ethos of Forest Schools and outdoor learning. • To be responsible at all times for high standards of care and education of all group members in accordance with the Forest School Association principles and criteria for good practice. • To ensure effective communication with teachers, support staff, SLT, governors, parents, volunteers, partner organisations and of course, children. • To manage support staff and volunteers effectively, ensuring they embrace the ethos of Forest School. • To assess the progress of learners and capture evidence and enter it into the school assessment tool, along with comments. • To contribute to home-school communication about Forest School by developing and maintaining the Forest Blog on the website. • To ensure the health and safety of all participants, including writing and checking risk assessments for the sites, tools and activities used. • To regularly check and maintain tools and other equipment. • To keep records as appropriate of emergency contact details for participants, permission forms and achievement of pupils. • To adhere to all relevant policies and procedures of the individual schools and settings. • To engage in continuous professional development. • To carry out all other such duties as may from time to time be determined by the line manager.

Physical Demands:

The work requires moderate levels of physical effort. It involves lifting and handling of equipment and other resources and to be involved in practical activities and physical care of learners and the physical outdoor environment. The role is almost exclusively out of doors and will require working on uneven surfaces and in unpredictable weather conditions.

Key Contacts And Relationships:

The jobholder has extensive contact with pupils, which involves mentoring, motivating and imparting skills and/or knowledge. Information is exchanged with Teachers and other school staff, school management and parents/carers.

Decision Making:

The jobholder is expected to follow school procedures to resolve routine problems encountered in the job but to seek assistance, or approval to their recommendations, for anything more unusual.

Resources:

The jobholder is expected to use school resources appropriately and with care, but is not personally accountable for their overall security.