



# Forest School at Penryn Primary Academy

## Health and Safety

Aspire Academy Trust's Health and Safety Policy sets out clear statements of intent regarding the whole school's approach to the health and safety of its children, staff and visitors to the school and the school site. Provided below is a list of additional points and measures which relate directly to our Forest School sessions.

- The trained and named Forest School Leader is always the person in charge of Forest school sessions.
- The Forest School Leader has overall duty of care for the children in their charge. However all adults involved in the Forest School session are required to take all reasonable steps to ensure that children are safe.
- All adult helpers MUST sign and date a form to show that they have read and understood the Penryn Primary Forest School handbook and the risk assessments appropriate to the session in which they are helping stating that they comply with the general operating procedures for Forest School (code of conduct). The form is located at back of the Penryn Primary Forest School handbook (kept with Mrs Malham at all times). A copy is also kept in the school office.
- The Forest School Leader or Assistant will always carry and take a first aid kit into the forest at every session.
- The Forest School Leader or Assistant will always carry an Emergency Bag into the forest for every session.
- The Forest School Leader will always carry a walkie talkie and mobile phone and will ensure that there is easy access to a landline if the group is out of range.
- In the event of an emergency, The Forest Leader will ensure that the School contacts the emergency services. If contact with the school is lost the Leader will contact the emergency services.
- The Forest School Leader or assistant will carry out site safety check before use.
- Tool use will be supervised by an adult at all times.
- The Forest School leader is responsible for the maintenance and checking of all tools and equipment to be used at Forest school, prior to their use.
- The Forest Leader is responsible in training the children (and supporting adults) in how to use the tools and equipment safely and appropriately.

### • Ratios

- The following minimum adult ratios will ensure appropriate support and supervision of vulnerable groups at all times: Foundation stage: 1 adult: 6 children, Key stage 1: 1 adult: 10 children, Key stage 2: 1 adult: 10 children.
- These ratios are for guidance only, suitable levels of support is required for activities such as fire and tools. There should be a minimum of 2 adults present as each session, at all times and depending on the individual needs of a child, there will be provision for children who need an adult 1:1.