



HEALTH AND SAFETY POLICY

1. Kelly Browne (The trained Forest school leader) is always the person in charge of Forest school sessions.
2. The Forest School Leader has overall duty of care for those participating in the sessions. However *all* adults involved in the Forest School session are required to take all reasonable steps to ensure that children are safe.
3. All adult helpers **MUST** sign and date a form to show that they have read and understood this handbook and the risk assessments appropriate to the session in which they are helping. They must sign and date the form stating that they comply with the general operating procedures for Forest School and also the behaviour code of conduct.
4. The Forest School Leader or Assistant will always have the first aid kit in the forest at every session.
5. The Forest School Leader or Assistant will always carry an Emergency Bag into the forest for every session.
6. The Forest School Leader will ensure that the Emergency Bag contains:
 - Essential survival equipment
 - A contact list for each child undertaking the activities and details of any medical issues, disabilities or any other necessary information: and
 - Location details for the emergency services
7. The Forest School Leader will always carry a mobile phone and will ensure that there is easy access to a land line if the group is out of range.
8. In the event of an emergency, The Forest Leader will ensure that they contact the emergency services.
9. The Forest School Leader will review the risk assessments before every trip into the School's Forest Site.
10. When tools are used the adult child ratio will be 1:1
11. There is one exception to this – when using peelers for whittling the ratio can be 1:2.
12. 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.
13. The Forest Leader is responsible in training the children in how to use the tools and equipment safely and appropriately.

14. The Forest leader will be responsible for the pre visit check of the Forest School site prior to a Forest School session to risk assess the area and any changes that have taken place that should be accounted for.
15. There will always be a fully trained first aider attending sessions.

The following items will be kept in the emergency bag and taken on all sessions:

First aid equipment

- Sterile water
- All necessary medication for personal health issues pertaining to the individuals and participants involved in each session
- Antiseptic wipes
- Wet wipes
- Plasters (non-latex)
- Cling film
- Antiseptic spray
- Silver blanket
- Ice/heat packs
- Triangular bandage
- Emergency triangles x2
- Sterile scissors
- Non latex gloves
- Eye wash
- Tick removal information for parents

Other necessary items

- Money
- Torch
- Fire extinguisher
- Drinks and refreshments
- Coffee
- Mobiles phones
- Age appropriate spare clothing
- Tarpaulin
- String
- Pen/pencil note pad
- Sun cream
- Plastic / nappy bags
- Knife

Emergency medications

- These will be in relation to individuals such as asthma inhalers and epee pens

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Version 2

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