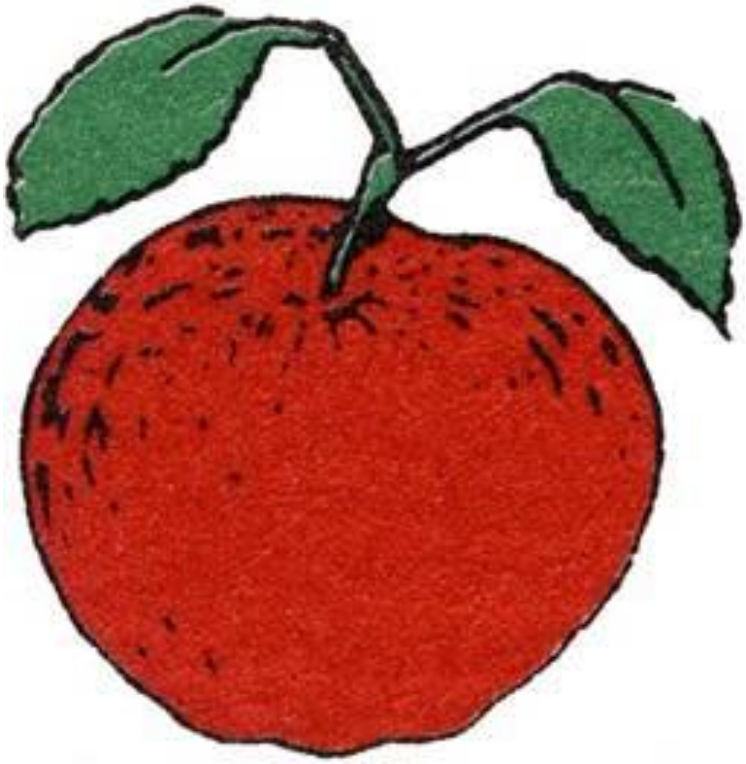
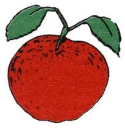
Isaac Newton Primary School



Forest School Handbook

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1. Our Forest School Ethos

Forest school is a fun, creative and inspirational process which provides all learners with regular sessions in the outdoors. Forest school inspires individuals of any age to explore the natural world first hand in all weathers, developing a respect for the world around them.

Children will be given the opportunity to follow a lightly structured

series of objectives the learner is given many opportunities to investigate the area, working independently or collaboratively as part of a group. Professional practitioners support all learners during their time in the outdoors, adapting sessions when necessary and observing the interests of individuals. Forest school practitioners ensure all sessions maintain learner's curiosity and support their holistic development. Providing opportunities for the learners to assess and take risks appropriate to them.

During Forest School sessions children will be encouraged to:

· develop personal and social skills

· work through practical problems and challenges

· use tools to create, build or manage

· discover how they learn best

· pursue knowledge that interests them

· earn how to manage failures

· build confidence in decision making and evaluating risk

· develop practical skills

· explore connections between humans, wildlife and the earth

· regularly experience achievement and success

· reflect on learning and experiences

· develop their language and communication skills

· improve physical motor skills

· improve their concentration skills

2. Forest School Staff

Our Forest School is organised and run by Mrs Fulcher who is working towards her Level 3 Award for Forest School Leaders. All staff attending the Forest School sessions will be adults that the children know from the school. All sessions are staffed by a qualified first aider and all staff have access to a recommended first aid kit.

Location of Woodland Site

We will be using the recently developed forest area of the field nearest the car park. We have made many wonderful additions to this area over the last 6 months, such as adding a fire circle, a path way around the area and made a permanent boundary to ensure the children's safety. We look forward to making many more additions as we use the space.



3. Daily Operating Procedure for Forest Schools

Before the session

A session plan will be completed taking in to account observations from previous sessions and individual's interests. All adults will read the session plans prior to the session.

Forest School Site will be visited and set up prior to the children arriving. All equipment needed for Forest School session will be taken at this time.

Site/ daily risk assessment to be undertaken prior to the children arriving. Tool risk assessments completed for sessions using tools. All adults to read risk assessments prior to the session.

The Forest School leader will check that enough adults are present for the session to go ahead and that the weather conditions allow it to take place.

All children to go to the toilet and get changed ready for Forest School and registered. Sun cream and insect replant to be applied when necessary.

During the session

A head count will be undertaken as the children arrive at the Forest School Site and whenever the group is brought back together.

Risks will be continually assessed and appropriate action taken to reduce or remove any risks found.

If any tools have been taken to site ensure no items are missing before we leave the site.

After the session

A head count will be undertaken at the end of the session before returning to the classroom.

Children to change out of their Forest School Clothes.

Children to record/ mark make what they have been doing, enjoyed during the session in their Forest School Diaries.

After children have left all resources to be returned to their rightful places. Check and maintain tools as required.

A session evaluation will be completed along with any observational records.

4. Our Forest School Code of Conduct

Entering the Forest

We will enter the Forest respectfully and know that when at Forest School specific expectations are in place. We will explore, investigate, learn and play in a manner that will not damage our Forest environment. We understand that we share our Forest School with plants and animals and that when we are in our Forest School we are sharing the environment with them.

Boundaries

Before each session begins children are made aware of how far that they can explore and are made aware of the fence boundary. If children move to explore hidden areas an adult should also move into the cover deep enough to be able to see the children but allowing the children the freedom to explore independently. If you lose sight of a child shout '1,2,3, where are you?' The children have been taught to respond '1,2,3, I'm here'.

Lighting a fire

When lighting a fire, the Forest School leader will take control of the operation and all accompanying adults will be briefed before we start. A lit fire will not be left unattended at any point. A fire may not be lit until it has been confirmed to all that our fire safety equipment is in place. All fires will be made in our designated fire pit in the centre f our fire circle.

At the Fire Circle

An open fire will be lit in the fire pit. A fire circle using log sitting stools is established around the perimeter, 1.5m from the fire pit. No one may enter the fire circle perimeter unless invited to do so by an adult. There may be no running past the fire circle. No items must be carried and placed within the fire circle unless by an adult. If you wish to move around the fire to a new stool you must step out of the circle and walk around the outside of the log circle. Even when the fire is unlit we will treat it as if it is lit.



Using Tools

All tools have their own clear code of conduct for correct use which will include specific protective equipment, correct use of a specific body posture, and consideration of the appropriate types of activity that each tool may be used for.

Picking up and playing with sticks

Children can use and carry sticks around the site but are encouraged to think about how close they are to other children. Long sticks may be dragged or carried with the help of another person when each person is at either end. We do not pull sticks off living trees or throw sticks around.

Picking up and playing with stones

Stones may be picked up and transported. Stones can be used to make patterns and pictures. Stones may not be thrown. They may be dropped but thought must be given to whether it is safe to do so, i.e. what is beneath where I am dropping it?

Digging

Children can dig in the mud and are encouraged to use the mud to make and create natural art. Children may carefully move soil to look for insects and their habitats

Collecting wood

Wood is collected for fire lighting purposes. It is collected in different thicknesses – matchstick sized, pencil sized, thumb sized and wrist sized. This is a good mathematical activity involving sorting and matching. Sticks may also be collected for creating pictures and patterns

Eating and Drinking

Children will be taught to not put anything found in the Forest into their mouths. Children must be reminded not to put their fingers or hands in their mouths or noses. When having drinks and snacks children will use wipes to clean their hands before consumption.

Rope and String Use

We encourage children to have their own ideas and take many resources to our site for the children to use. This includes rope and string in case the children would like to make swings or a rope bridge. An adult will help as needed, modelling appropriate knot tying and modelling how to talk through ideas and decisions.



Carrying and Transporting Materials

Children are encouraged to roll, lift, drag and pull materials, either by using their hands or by using ropes. We encourage safe lifting by bending our knees and keeping our back straight. Safe lifting should always be modelled by adults. Heavier objects should be rolled, lifted or carried by more people working together.

Toileting

Children are invited to use the toilets before they leave the school building. Children can retune to the school building with an adult and use the toilets in KS1 which are the closest to the Forest.

Tree Climbing

An adult must be present when wanting to climb trees in the Forest. The ground cover should be checked for 'sharp objects' and the tree marked as suitable for climbing. A visual check must be made for loose and rotten branches. Children are permitted to explore to their own limits and an adult will always be close by if assistance is needed.

Leaving the Site

We work according to the ethos 'leave no trace' that we were in the forest as much as is reasonably possible. All rubbish will always be removed. If the children have made/ created something with natural materials they can leave them in the Forest or take them back to school with then

5. Forest School staffing

This a very exciting time for us here at Isaac Newton Primary School as we begin on our Forest School Journey. We currently have Mrs Fulcher working towards her Level 3 Forest School leader qualification, which she will have completed by the end of February 2020.

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Mrs Fulcher—	Working towards Forest School leader (Level 3) Teacher
	Paediatric First Aid
	Forest School First Aid
Mr Doughty—	Teaching Assistant
	Paediatric First Aid
Miss Rose—	Teaching Assistant
	Paediatric First Aid
Miss Taylor—	Teaching Assistant
	Paediatric First Aid

6. Essential equipment for Forest School

HAPPY BAG

- First Aid Kit (Containing contact card with location using postcode and OS grid reference, Latex Gloves, Bandages, Plasters, Burns gel, Burn dressing, Dressings, Eye wash, Scissors, Antiseptic wipes, Medication for individual children, Sterile water, Bites and stings cream or spray)
- Emergency Procedures
- Medical information for each individual and Emergency contact details for every member of the group (adults & children)
- Risk Assessments
- Communication Devices (mobile phone – checked for working order and signal strength)
- Clean Water
- Emergency Life Blanket
- Accident forms
- Medication for individuals (if not appropriate for the individual to carry the medication for themselves it should be clearly labelled – staff must have been trained to administer it and parental consent must have been received)
- Appropriate Clothing
- gloves
- Wet wipes, hand gel
- Sun cream (parental permission required)
- Spare Clothing
- Thermos of hot water/ hot chocolate
- Plastic bag for rubbish
- Roll Mat and Blanket
- Burns kit

7. Risk Management Policy for Forest Schools

Constantly apply the five step approach to risk assessment for all Forest School activities:

- Look for hazards
- Decide who may be harmed and how
- Evaluate the risks and decide whether existing controls are adequate or whether more should be done
- Record findings, including daily amendments to standing risk assessments
- Review risk assessments on a regular basis and revise if necessary
- Carry out site risk assessments.
- Daily pre visit checks will be carried out by Forest School leader prior to the children arriving. Findings will be recorded on daily risk assessment (to be found in Forest School planning folder).
- Complete a tools risk assessment for the use of tools during sessions (to be found in Forest Schools planning folder).
- Ensure all staff have read the relevant site, daily and tools risk assessments prior to the session.
- In the event of high winds and extreme weather conditions Forest School will be postponed.
- Inform staff and children of potential hazards and methods of working in order to minimise the risk.
- Involve staff, and children in risk assessments when appropriate as part of learning.
- Ensure everyone attending Forest School is aware of the emergency action plan when on site.

8. Forest School Health and Safety Risk Assessments

Risk assessment—Tools

Assessed by: Date: To be reviewed:

Essential resources for tool use: one mobile phones, register, 1:6 adult ratio, water, First Aid kit, children and work gloves, first aid kit.

Risk Identified	Persons at risk	Control measure	HS	LO	Risk
Injury with Large bow saw	Children and Adults	Instruction on safe cutting procedures by Forest School Leader (child at one end adult at other, body to left or right of saw, eyes on saw (supporting adults briefed before activity. · Appropriate staff-child ratio (1:1) · Appropriate clothing worn, including glove for helper hand. · Cutting Equipment maintained in good working order—appropriate blade for task fitted. · Appropriate emergency procedures in place (first aid kit in kit bag, routine for summoning help for serious incidents) · Equipment counted out and back	1	2	2
Injury with Peelers	Children and Adults	Instruction on safe cutting procedures by Forest School Leader (peeling away from body, keep eyes on tool whilst using it, hold peeler with one hand and keep blades away from legs.) · Appropriate staff-child ratio (1:3) · Appropriate clothing worn · Cutting equipment maintained in good working order · Appropriate emergency procedures in place (first aid kit in kit bag, routine for summoning help for serious incidents) · Equipment counted out and back.	1	1	1



Injury with Hand Drill	Children and Adults	Instruction on safe drilling procedures by Forest School Leader (adult holding drill, arms straight, body back, child turning drill) supporting adults briefed before activity. · Appropriate staff-child ratio (1:1) · Appropriate clothing worn · Cutting equipment maintained in good working order · Appropriate emergency procedures in place (first aid kit in kit bag, routine for summoning help for serious incidents) · Equipment counted out and back.	1	2	2
Injury with Loppers	Children and Adults	Instruction on safe cutting procedures by Forest School Leader (adult holding handle, child holding other, cutting motion created together) supporting adults briefed before activity. · Appropriate staff-child ratio (1:1) · Appropriate clothing worn · Cutting equipment maintained in good working order · Appropriate emergency procedures in place (first aid kit in kit bag, routine for summoning help for serious incidents) · Equipment counted out and back			

9. Using and Storing Tools

All tools are counted out and back in at the beginning and end of each session in which they are used. When not in use in the Forest they are kept secured away in a locked area. Before each tool is to be used it will be checked for damage and working order.

Each tool type is kept in their own suitable containers, many of which are also lockable. Children must never be allowed to help themselves and will always have adult supervision when collecting, transporting and using tools.

Tools are only used for a specific purpose. All adults should model correct and safe tool use, storage and transportation at all times. When using a tool, they are used well away from others in the group, (two arm's length and the tool length) and ensuring that others are aware that a tool is in use. Only walking is permitted when transporting a tool.

10. Forest School site risk assessment

Hazard	Risk	Safety Measures
Trip Hazards: - **Uneven ground/holes** - **Wet slippery surface** - **Muddy ground** - **Icy ground**	Medium	-Verbal/visual instruction to walk carefully and look where they are walking - Wear appropriate footwear - Mark off area if necessary - Remove obvious trip hazards on pre-visit site check if possible
Low branches causing eye injuries	Medium	- Point out location of low branches
Brambles, prickly or thorny plants and stinging nettles	Medium	Show location of any brambles and stinging nettles and ask children them to avoid them
Insect bites and stings	Low	-Verbal/visual warning not approach or try to catch bees and wasps -Monitor site for nest activity and avoid nest sites -Keep arms and legs covered -Check anyone with severe allergies has their epi-pen and is able to administer it
Tasty looking fruit/berries and fungi	Low	-Verbal/visual instruction that some fruit/berries and fungi are poisonous, and should not be eaten -Ensure hands are washed before eating and verbal instruction to keep hands away from face
Nuts, e.g. horse chestnut, hazel, acorns	Nuts, e.g. horse chestnut, hazel, acorns	Nuts, e.g. horse chestnut, hazel, acorns
Harmful litter, e.g. metal, glass, hypodermic needles	Harmful litter, e.g. metal, glass, hypodermic needles	Harmful litter, e.g. metal, glass, hypodermic needles
Contact with harmful substances - soil	Low	Ensure hands are washed before eating and verbal instruction to keep hands away from face
Exposure to the elements – rain, wind, snow, ice	Exposure to the elements – rain, wind, snow, ice	Exposure to the elements – rain, wind, snow, ice
Exposure to the elements – sun	Low	-Work in shade -Wear hats -heck sun screen is being worn -Provide regular drinks
High winds	Low	-Avoid areas with trees – work in playing field -In extreme cases work indoors and have alternative activities plan
Structural damage to trees	Low	-Check branches during pre-visit site check -If area's unsafe, work in meadow or work indoors and have alternative activities plan



Animal faeces	Low	-Look out for faeces during pre-visit site check and remove -Point out location of faeces during session so it can be avoided -Wash hands thoroughly if anyone comes into contact with faeces
Fencing perimeter	Low	Pre session checks to assess any gaps in the school fence.

11. Fire Policy for Forest School

As part of the Forest school experience it is desirable to have an open fire at times within the woodland to allow the children to enhance their learning and development with some risky activities. Encounters with risk help children to manage their coping strategies and discover and explore the world through real experiences. This policy sets out the guidelines to follow to ensure safe practice is a thread throughout the activity.

Aim

To use fire safely as part of the Forest School experience.

Method

Fires must only be lit after a risk assessment has been carried out and they must only be within the fire circle area. This includes the use of Kelly Kettles. There must always be a trained adult present within the fire circle when a fire is lit or hot embers remain, never leave a fire unattended.

Prior to the fire pit being built the soil or bedrock must have been assessed to avoid a fire being lit on a flammable surface such as peat. The fire should be surrounded by a 1 metre square of logs to provide a good barrier to the fire in case a learner losing balance. Pegs should be used to prevent the logs being knocked. Fires should not be lit close to overhanging branches or on a really windy day.

There must be an adequate supply of fire water close to the fire pit to ensure there is enough water available to extinguish the fire if it gets out of control. A fire blanket must be brought into the woodland to wrap round someone if their clothes become alight. Fire proof gauntlets should be kept at the fire area to allow adults to pick up hot items.

Before visiting the area, the children should have had the opportunity to ask questions and be given information about fire safety. When at the fire circle the rules should be demonstrated for the children to see. There should be no more than 2 people, adults and children, within the fire circle next to the fire at any one time. The best position for cooking is on one knee (the respect position) so you can move backwards easily and remain stable. Long hair should be tied back, tassels and ties tucked away and scarves removed.

Monitoring of policy:

This policy will be reviewed annually but may also be influenced earlier by new research and government guidelines.

Campfire procedure

Isaac Newton school Forest School provides opportunities for children to get closer to nature and the outdoors through a variety of activities, which include learning about fire safety and how to make fires. Children may also get the opportunity to light their own fires on wooden blocks or in small metal containers. This will only take place under strict supervision, with a one to one adult to child ratio.

All Forest School Leaders are skilled and practiced in fire-building and management. Small fires only will be used and lit in the centre of the Forest School circle.

All Forest School activities are rigorously risk assessed. Sessions are planned in such a way as to introduce higher risk activities to children over a period of time. This allows Leaders to get to know the children in the group and for the children to learn how to behave responsibly and to build knowledge and understanding of the activity.

Boundary setting

In the first Forest School session, both physical and behavioural boundaries are agreed with the children. At each subsequent session, these boundaries are revisited and reinforced.

Developing routines – Sessions 1 and 2

- When they arrive at the Forest School site, children are shown how to sit round the Forest School circle (step over sit mats/tree stumps and sit down).
- The need for, and principles of, fire safety are explained. This will include the rule that when a fire is being used in the centre of the circle, only one child at a time is permitted to approach the fire, on instruction from the Forest School Leader.
- The children are shown how to move around the circle (step out of circle and walk around outside).
- For young children (Foundation and KS1), a game is then played to reinforce this – Leaders call out different statements that will relate to certain children in the group. E.g. "Everyone who has brown hair step outside and move around the circle" and so on.

In subsequent sessions, children will be asked to recall how they should behave at the Forest School circle. Depending on the behaviour and ability of the group, the use of lit fires will usually be introduced in much later sessions.

Forest School Leaders' daily campfire and use camp fire procedures

To ensure that everyone stays safe on site and that risk is managed effectively, Forest School Leaders will follow a daily campfire.

Forest School Leaders will:

- Keep igniters in a safe location.
- Ensure there is a supply of water/soil/sand to dowse the fire.
- Always carry a fire blanket.
- Ascertain the location and size of the fire to be built and plan accordingly including fuel stocks.
- Carry out a pre-visit site check and risk assess the site and the activity.
- Be prepared to abandon the activity in the event of unforeseen circumstances rendering the activity unsafe and have another activity on standby.
- Alert the fire brigade in advance if necessary to avoid false alarm and misidentification of Forest School fires as being uncontrolled.
- Dowse fires at completion and check them after 30 minutes to ensure that they have not spread.

When lighting fires, Forest School Leaders will:

- Not wear loose clothing and tie long hair back, and ensure that children have their hair tied back and also have no loose clothing.
- Wear gloves.
- Allow only one child at a time to help with fire construction / approach the fire.
- Try to keep away from the smoke.
- Put out the fire with water when finished.

12. Child Protection Policy for Forest Schools

- The leader will ensure that any information disclosed in the forest is passed on to the safe guarding designated lead on return to school and all information recorded.
- Every effort is made to ensure that all children develop physically, mentally and confidently during Forest School sessions.
- The leader and nursery staff are trained to recognise indications of all forms of child abuse.
- If a child discloses information adults should not ask leading questions e.g. "what have you done?" not "who did that to you?"
- All helpers and volunteers are made aware of police and procedures before entering the woodland.
- Confidentiality must be maintained at all times amongst staff and helpers, all concerns should be discussed with the group leader.
- All children will be made aware of the forest boundaries at the beginning of each session.
- If a child is approached by a stranger the lost child procedure will be followed (see lost child procedures).
- Before hazardous activities the group leader will give a tool/safety talk.

13. Equal Opportunities Policy for Forest Schools

- All children in the correct age range attending Isaac Newton Primary School will have the opportunity to attend Forest School sessions.
- All children will be given the opportunity to take part in Forest Schools regardless of their age, gender, race, religions, affiliations, ethnicity, sexual orientation and disability.
- All children and adults will contribute to sessions and all contributions will be valued.

The Forest School site and activities will be adapted for children with additional needs.

  - Wheelchair access
  - 1:1 ratio
  - Appropriate risk assessments
  - Children prepared correctly before outings
  -

- Planning can and will be adapted in the woodland to meet the needs of all of the children.
- All staff will be aware of all dietary requirements of children and adults.
- All staff will be aware of medical requirements of children and adults.
- Toilet facilities will be provided on site.

14. Health and Safety Policy for Forest Schools

- There must always be a level 3 trained Forest School leader on site at all times (Amy Fulcher).
- Level 3 Forest School Leaders to hold outdoor paediatric first aid qualification.
- Leader will be responsible for running all Forest School sessions and activities.
- Forest Schools gives encouragement to engage in potential hazardous activities (using tools and lighting an open fire) in a safe and secure environment using Forest School procedures under competent leadership.
- Ensure all equipment is suitable for its intended use and maintained in the correct way.
- Ensure that all members of staff are aware of the procedures in case of an accident.
- The school will provide the correct waterproof clothing for all children attending Forest Schools.
- The school has got the appropriate insurance to cover the Forest School outdoor learning.
- Ratio 1:6 in the woodland.
- All activities will be risk assessed and site risk assessment completed before ever session begins.
- Parents to sign a consent form before their child is eligible to attend Forest School.
- Leader to have a forest school register and emergency contact details for all children and other adults.
- Leader to give activity description/ safety talk before activity commences.

15. Lost Child Policy for Forest Schools

- All children and helpers will be made aware of the Forest School boundaries at the beginning of each session.
- The only time the children are to leave the boundary is with a member of staff.
- If a child does find themselves out of the boundary they need to stop, stay still, do not follow anybody they do not know, call out and a member of staff will follow the sound.
- If a child is out of sight play '1, 2, 3 where are you' and follow the call '1,2,3 I'm over here'.
- If a child is approached by a stranger, they do not recognise they will be taught to;
    - To shout HELP as loud as they can.
    - Find an adult they recognise as soon as possible and tell them what has happened.
- NEVER leave the forest without a member of nursery staff.
- When the children are called back they must gather at the log circle as soon as they can.
- If a child does not return 2 adults will be sent to look for them. One of the adults must be first aid trained and they will take the first aid kit with them.
- Keep in contact by using mobile phones between searching party and main group.
- School will keep all parents informed.
- Emergency services must be contacted if a child goes missing from Forest School site.

16. Tool Policy for Forest Schools

Isaac Newton Primary School will use the following tools with the children:

- Bowsaw
- Loppers
- Palm/ hand drill
- Peelers

Tools are used with 1:1 adult supervision at all times.

The Forest School Leader is responsible for overseeing safe use and maintenance of all tools.

Risk assessments are carried out for all activities using tools (to be found in the Forest Schools Planning Folder).

All Forest School tools and safety equipment will be kept in a locked area.

Tools must be checked to make sure they are safe before every session.

Check for:

- All screws and bolts are tight
- Tools are clean
- Blades are sharp
- Saw blade cover is still on and protecting the blade
- Safety catch on the loppers work
- After every session tools will be cleaned and returned to their safe place.
- If any tool becomes damaged it will be disposed of in a safe way and new equipment will be brought.
- If a bowsaw blade is no longer cutting effectively the blade it to be replaced.
- If a person receives a cut from any tool qualified first aider to administer first aid and if necessary, the emergency services are to be called or person to be taken to A and E

17. Toileting Policy for Forest Schools

- Before we leave for our Forest School session the children will be given the opportunity to go to the toilet.
- Children will be able to return to school and use the KS1 toilets with one member of staff.

18. Weather Policy for Forest Schools

- Weather will be monitored via weather forecast and radio stations prior to Forest School sessions.
- Weather will be assessed the morning of Forest School sessions.
- The Beaufort scale will be consulted on windy days. If the conditions are too high on the scale the session will be cancelled and rearranged for a different day or delivered in the Reception garden.
- The correct shelter will be erected on site according to the weather conditions.
- All children will be provided with appropriate clothing according to the weather. Waterproof jackets and trousers. Spare clothes will also be available if needed.
- Parents will be advised on what to dress their children in on Forest School days.
- Parents will be advised to apply sun cream on warm/hot days. Leader to take sun cream to apply or re-apply. Sun hat to be warn at all times on hot days.
- Children to have access to water throughout the session.



19. Beaufort Wind Force Scale

Description	Mean Wind Speed	Appearance of Wind Effects	
		On a Tree	On Land
Calm	<1 Knot <1 km/h	Still	Smoke rises vertically
Light Air	1-3 knots 1-5 km/h		Smoke drifts, wind vanes are still
Light	4-6 knots 6-11 km/h	Leaves rustle	Wind felt on face, vanes begin to move
Gentle	7-10 knots 12-19 km/h	Leaves and small twigs move	Flags flap
Moderate	11-16 knots 20-28 km/h	Small branches move	Dust and loose paper lifted
Fresh	17-21 knots 29-38 km/h	Small trees in leaf begin to sway	Flags fully extended
Strong	22-27 knots 38-49 km/h	Larger branches shake	Whistling in wire, umbrellas become difficult to use

20. Fire Safety Policy for Forest Schools

We light a fire on our last Forest School session at Isaac Newton Primary School.

Location

- We always use a fire pit to set our fire in and our fire will only be lit in the fire circle.
- The area will be clear and will be checked for any low hanging vegetation before the fire is lit.
- The fire area is surrounded by seating logs which are at least 1.5meters away from the fire pit.
- When the fire is lit the children are not permitted to access the area immediately surrounding the fire unless invited to by a member of staff.
- Children will be shown how to change seats or leave the fire circle by standing up, turning around so that you are facing away from the fire and walk forwards.
- Children must never cross the inner area.
- Children will demonstrate moving away from the fire safely before the fire is it.
- Once seated around the fire the children must remain seated until directed to by an adult to move.

Fire lighting

- Training has been provided to the Forest School Leader regarding the way to construct and light the fire.
- Fire will be lit using a fire steal, cotton wool and natural tinder.
- Adult helpers will be encouraged to have a go to light the fire if they wish to.

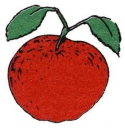
Safety and responsibility

- A fire blanket, bucket of water and burns kit must be sited close to the fire at all times. Everyone on site to be made aware of where these items are.
- Only adults are permitted to light the fire.
- No flammable liquids are to be used to light or accelerate fires.
- Sticks/ wood must not be thrown on the fire. Any adults putting fuel on the fire must wear a fire resistant glove.



Extinguishing

- All fires must be extinguished at the end of the session.
- Whenever possible all fuels must be burnt off to an ash before the fire is extinguished.
- At the end of the session the fire must be doused down with water using a cup and a stick, adding water and stirring until all smoke and steam has ceased.
- When totally cooled the mixture should be scattered throughout the woodland to enable natural decomposition.



21. Cooking on a Campfire Procedures for Forest School

- Food hygiene regulations must be followed.
- Hands must be cleaned before eating.
- All food cooked and consumed must be in date.
- An adult will check that food is properly cooked before giving to the children.
- The temperature of the food will be checked before giving to the children.
- No food will be re heated.
- All allergies and dietary requirements will be considered and adhered to.
- If the children are using sticks to toast marshmallows these must be long enough for the children to stand or kneel away from the fire (sticks must be greenwood with all bark removed).
- Food should be placed on or in the fire and removed from the fire using a heat resistant glove. This is always done by an adult.

22. Waste Disposal Procedures for Forest School

- Adults will collect and dispose of any waste regardless of whether or not it is biodegradable.
- All participants are to be made aware of the position of the rubbish bag if they have anything to dispose of.
- A member of staff will be responsible for taking all rubbish back to school and dispose of it appropriately.
- All food waste will be taken back to school so it doesn't attract any vermin on site.
- Small amounts of waste water can be disposed of in the shrub layer of the forest. Any water still contained in bottles or water containers to be taken back to school.