

**Newick CE Primary School**

**Health and Safety Policy**

1. Newick CE Primary School 's Health and Safety Policy sets out a clear statement of intent regarding the School's approach to the health and safety of its children, staff and visitors to the School. The following is a 12 point list of additional measures relating directly to Forest School sessions.
2. However many adults accompany Forest School sessions the person in charge is always the trained Forest School Leader.
3. The Forest School Leader has overall duty of care for the children in his/her charge, but all adults are required to take all reasonable steps to ensure children are safe.
4. All adult helpers must sign and date a form to show they have read this handbook and appropriate risk assessments and understand and agree to comply with the general operating procedures for Forest School.
5. Claire Green will liase with Woodland Trust to ensure that a licence is obtained to use Mill Wood for Forest School activities and where possible assist in the management of the woodland.
6. The Forest School Leader, class teacher or teaching assistant carry a First Aid kit.
7. The Forest School Leader will always carry an Emergency Bag.
8. The Forest School Leader will ensure that the Emergency Bag contains:
  - essential survival equipment
  - a contact list for each child undertaking the activities
  - the School's telephone number
9. The Forest School Leader, class teacher and teaching assistant will always carry a mobile phone.
10. In the event of an emergency, the Forest School Leader will ensure that the School contacts the emergency services. If contact with the School is lost the Leader will contact the emergency services.
11. The Forest School Leader will review the site risk assessments before every session in Mill Wood.
12. Risk assessments for higher risk activities are checked termly and adapted to reflect the class and environment and season in which they are working.

Subject co-ordinator: \_\_\_\_\_

Headteacher: \_\_\_\_\_

Date: 31.05.16

Reviewed: 1<sup>st</sup> May 2018