



Forest School Policy Little Stars Day Nursery

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Approved by:	Senior Management Team
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Forest School at Little Stars Day Nursery Policy

All Forest Schools sessions run at the Forest School Site at Little Stars Day Nursery will be done so in accordance with the current G.I.G Policies and Procedures, which are in place and on display within the Nursery. The policies and procedures set out for the Nursery will remain in place and be applicable at the Forest School site and during Forest School sessions, as the site is a space to allow for extension of learning within the Nursery.

Safeguarding children, young people and adults at risk:

- Any safeguarding concerns should be reported as per the standard G.I.G policy, V1.7 dated August 2015

Social Networking

- The standard G.I.G policy for social networking will be followed with regards to Forest School at Little Stars Day Nursery
- Children, whose parents give consent for photos to be taken and published on the Little Stars Face book page, may appear in photos on the page, which is run and regulated by the Staff within the Nursery. This will be in accordance with the information provided on the Childs registration form

Missing child(ren)

Little Stars Day Nursery takes the safety of children very seriously and will take every precaution necessary to ensure that children in their care do not leave the setting or session unaccompanied. The procedure for if a child leaves the setting unaccompanied will be the same as the standard G.I.G policy, V1.0, Oct 2012

- The chances of finding a missing child safe are greater if the child's absence is soon discovered
- Staff will undertake periodic headcounts before, during and after a Forest School session
- A Nursery Mobile will be taken to the Forest School site for every Forest School session

No smoking

- It is the policy of Little Stars Day Nursery that the premises and the outside play area will be smoke free. This includes the Forest School site. This is to comply with the Health act 2006
- Smoking is prohibited in all areas of the premises and this policy applies to all employees, contractors, customers and visitors

Food Safety

- In all situations where the children will be eating, children will be supervised at all times
- Any fruits or vegetables will be washed before use
- Cold snacks will be supplied during Forest School sessions, which can be safely and easily transported, and will be in an airtight container
- Hands will be sterilised (staff and children) using anti-bacterial gel before handling any foods

- Allergies and dietary requirements will be considered when providing foods
- On occasions when the fire pit is to be used to prepare food, the 'safe use of fires' section will be followed, and food will be appropriately stored within the Nursery itself, until the required time, and taken over to the Forest School site in an appropriate container (such as a cool bag or box)
- Food will be proved before serving if it has been cooked
- Where a flask of hot water is to be transported to the site, it will be in an airtight thermos container, and used only by nursery staff

Visitors

For any visitor to the Forest School site, the standard Visitor Policy for G.I.G will be followed (V1, October 2012)

Partnerships with parents/carers

Little Stars Day Nursery understands the importance of having positive partnerships with parents and carers, and recognises their crucial role in a child's early years.

- For each period of Forest Schools Sessions, the Nursery will endeavour to include and invite parents to at least one of the sessions with their child

Medication and Medicines

Where medicine or medication is concerned, the standard G.I.G policy for medication will be followed.

- Administering of prescribed medication where necessary, will be done so within the Nursery and not at the Forest School site, by staff within the child's usual room, and the relevant forms will be completed. Under no circumstance will the medication be taken to the Forest School site, nor will it leave the nursery building until it has been signed out by the parent on collection of the child
- In cases where children require specialist or long term medication (such as inhalers) these medications will be taken to the Forest School site in a medicine bag, and administered where necessary

Equal Opportunities

Little Stars Day Nursery and all its staff, volunteers and students are fully committed to valuing diversity by providing equality of opportunity and anti-discriminatory practice for all Children and families.

The standard G.I.G policy for Equal Opportunities will be followed, V.1, October 2012.

- All children should be adequately dressed so that they can fully participate in the Forest School session. Where children do not have appropriate clothing, the Nursery will provide it
- We will ensure that all children have equal access to the activities, resources and learning opportunities within the Forest School sessions
- We will ensure the differentiation of activities to include the needs of all children

- Children to take part in the Forest School sessions will be drawn at random, after asking for parents to express their interest in their child being put forward to participate. The children selected must be in nursery on the day that the session is planned to run, which will be decided termly, dependant on staff availability and room ratios
- We will encourage children to develop positive attitudes about themselves and other people

Health and Safety

It is the policy of Little Stars Day Nursery to create a safe environment and to encourage ways of working which will ensure the safety of children, employees and all other persons who come on the premises.

The standard G.I.G Health and Safety policy V1.0 May 2013 will be followed, to include:

- A risk assessment specific to the Forest School site has been put in place, alongside the health and safety department within the G.I.G, and in line with all relevant government guidance
- This risk assessment will be kept on nursery site and accessible at all times
- A site check will be carried out prior to each Forest School session, and any hazards will be identified and where appropriate, removed. A sharps bin will be available at all times on the site
- In cases of adverse weather, Forest School sessions will not go ahead
- Health and Safety talks will be delivered to the children prior to EACH session
- Children will hold onto the Forest School trolley at all times while crossing the car park, and will be accompanied by two staff members at all times
- Both Forest School practitioners hold the relevant first aid qualifications, as well as Forest School specialised first aid training. During each Forest School session at least one of these staff members will be present at all times
- A first aid kit will be present at all Forest School sessions
- A mobile telephone will be taken to the Forest School site for each session
- Sun cream will be applied as per the nursery policy with sun cream – either the child's own sun cream provided by parents or the nursery sun cream provided – dependant on parents wishes
- In the event of a fire or fire drill at the nursery, the standard G.I.G policy will be followed, and the safe meeting place will be in the Nursery car park

Safe use of tools

- All Forest Schools equipment and the Forest School trolley will be stored in a locked shed when not in use
- Tool use will be supervised at all times
- A 'tool talk' will be delivered before use of any tool
- When a tool is not in use, safety covers will be replaced and the tool will be in the designated tool area
- Appropriate PPE will be provided during tool use

Safe use of fires

Controlled fires will only be carried out in line with the forest school risk assessment. A fire will never be carried out without a level 3 forest school practitioner present. There will always be 2 staff present when a fire is a light, one of which will always man the fire taking the forest school approach and using the skills they obtained from their training. The fire will always be lit within the fire pit and only used if safe to do so.

If we notice any fire activity outside of our forest school sessions due to other unauthorised users we will assess the situation, contact security and if needed contact emergency services.

Equality and Diversity

The standard G.I.G policy for Equality and Diversity will be followed at all times during a Forest School session.