



Forest School Leader

(part-time)

THORNGROVE SCHOOL

Background to the School

Thorngrove School was founded in 1988 and is an IAPS co-educational day preparatory school for children aged 2½ to 13 years (with currently 230 on roll). The purpose-built facilities are set in former farmland in the village of Highclere, 5 miles south of Newbury and 12 miles north of Andover. Children are prepared for Common Entrance at 13+, from where their paths lead to a wide range of senior day and boarding schools.

The school is set in 25 acres of beautiful, Hampshire countryside. The extensive games fields provide numerous rugby, football and hockey pitches. In addition to this there is an astro and two further hard courts which are used for tennis and netball. A multi-purpose hall was opened by Robert Hardy in 2007. This provides a wonderful space for music concerts and drama productions as well as indoor PE and games. Either side of the hall are four classrooms and changing facilities. We have a large ICT suite and all classrooms have interactive whiteboards or TVs. The campus is fully networked and every pupil from Year 3 up has their own device. Everyone uses Firefly as the virtual learning platform. There is a dedicated music room in the Senior Block with several practice rooms. The Science laboratory is fully equipped. The Art room is well resourced and includes a kiln. Our well stocked library is located centrally in the main building and we have a full-time librarian. All classrooms are modern, light and airy and some have direct access to the outside. In 2010 a D&T centre was created in the old nursery. In April 2012 a new Nursery was opened to extend our EYFS provision. The most recent addition is 3 lane cricket net facility; from 2019 boys and girls will be playing cricket as part of the summer sports programme. The car park was redeveloped in the 2020 summer holidays.

Thorngrove offers a unique environment where children can grow and learn independently. We value our intimate and friendly community, and the benefits that it brings; we are proud of our small class sizes and the individual attention we are able to offer to each of our pupils. The school has a relaxed yet purposeful atmosphere, where working relationships between staff and pupils flourish. We are forward thinking in our approach - ready to adapt to change and technological advancement, whilst at the same time remaining true to traditional values. Pupils are assessed continuously, and parents are always welcome to discuss their children's progress with staff on a regular basis or at parents' evenings. Above all, our aim is that all our pupils should reach their potential in terms of confidence, creativity and achievement.

The most recent ISI inspection report (March 2020) judged the school to be excellent in all key areas. The school also met all regulations in the ISI compliance inspection which was carried out at the same time.

Nick Graham has been appointed as Headmaster Elect and will be taking over in September 2022. After 18 years at the school, 13 of which as Headmaster, Adam King leaves Thorngrove at the end of the summer term to take up a new headship in Winchester. The school is in a strong position and there are exciting developments underway, including a new 'break out' space and reception area.

Background to the Post

The school is now looking at recruiting an exceptional Forest School Leader to join a happy, enthusiastic and hard-working team of colleagues. Forest School is at the core of the school's ethos. Children, parents and staff all 'buy in' to the importance of providing an outstanding Forest School education. This has been spearheaded for many years by Nicola Watkin. She has taken outdoor education at the school to a whole new level and has created a fantastic setting and programme. After

many happy years of loyal service, she has decided to retire and it will be important for her and us to make sure that the baton is passed on to an inspiring, like-minded and talented individual.

Job Description

- To plan, prepare, deliver and evaluate Forest School sessions for Years N-8 at Thorngrove School. The current post holder works 3 days a week.
- To ensure appropriate and sufficient staffing of sessions in liaison with the Deputy Head Academic
- To obtain the resources for the Forest School Programmes (budget available)
- To maintain the tools and equipment and make sure the FS area is safe
- To update the handbook annually including risk assessments
- To provide information packs to parents prior to a Forest School programme
- To give talks to parents, staff and other stakeholders about the FS programme as and when required
- To ensure the environmental sustainability of the programmes in liaison with the Grounds Staff
- To prepare the Forest School site so it is suitable for Forest School sessions
- To provide information and news about Forest School for marketing purposes

Health and Safety Responsibilities

The Forest School Leader should have the overall responsibility for the supervision and conduct of the Forest School Sessions. The leader should:

- Follow the health and safety guidelines and policies
- Undertake comprehensive risk assessments
- Carry out dynamic risk assessments during a session
- Clearly define each group supervisor's role and ensure all tasks have been assigned
- Be familiar with the site
- Be aware of safeguarding and welfare issues
- Ensure that adequate first aid provision is available
- Undertake the planning and preparation for the session, including briefing group members
- Review activities and advise teachers where adjustments may be necessary
- Ensure that teachers/adults are aware of what the sessions involve
- Observe the guidance for teachers and other adults
- Ensure an appropriate ratio of adults: children
- Ensure that adults have details of children's medical or special educational needs

Other Requirements

- To maintain a professional approach at all times, treating knowledge of children, staff and all matters related, as strictly confidential.
- To help implement the philosophy of the school and to read, follow and implement school policies.
- To refer all parents' queries concerning their children to the class teacher or Deputy Head

- To pass on to the class teacher, Designated Safeguarding Lead or Deputy Head any information given by a parent.
- To make sure they are aware of, understand and follow all relevant school policies.
- To inform the class teacher or Deputy Head immediately if there are concerns relating to a child's welfare.
- To attend team and staff meetings as and when necessary.
- To be proactive in matters relating to health and safety.
- To take part in regular appraisals and supervision meetings.
- To attend selected courses to further professional development

Person Specification

Person Specification	Essential	Desirable
Experience	Experience of working with and understanding of children of Prep school age.	Understanding and experience of working in the independent sector.
Qualifications	NVQ Level 3 or equivalent in Forest School. A valid Outdoor First Aid qualification.	A valid Food Hygiene qualification. Experience of working with outside organisations e.g. The Forestry Commission, The National Trust
Skills and Aptitudes	Good communication and listening skills. Good organisation skills – ability to prioritise and complete tasks. Ability to work in a team. IT skills.	
Personal and Professional	A passion for outdoor learning. A willingness to work outside whatever the weather. The ability to inspire others. Positive and caring personality. Self-motivated. Flexible. Cheerful. Creative Flair. Loyal and supportive colleague. Sympathetic to the school's ethos.	Willingness to contribute to the wider life of a busy school. Willingness to undertake training.

Working hours and remuneration

Forest School happens throughout the week at Thorngrove. The current post holder works 3 days a week with some of this time given to maintenance of the site. In addition to this, there are various meetings to attend. There are also several INSETS and Open Days to attend. The salary for the post is dependent upon qualifications and experience. There are further benefits including: free lunch and tea; pension and parking onsite.

Application Process

1. The closing date for applications is 12 noon on Friday 6th May 2022.
2. Applicants are asked to complete the application form provided (it's important to include two named referees), as well as a covering letter (no more than one side of A4) and a photograph.
3. Thorngrove is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to an enhanced disclosure from the DBS.
4. At the short list interview, the applicants will be interviewed by the Headmaster, as well as other members of the core leadership team. They will be expected to work run a forest school session.