



SILCOATES

Job Specification

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| Role: | Forest School Lead |
| Line Manager: | Head of Junior School |
| Type: | Full time or part time (term time only) |

Purpose

To lead, develop and deliver the Forest School and/or Outdoor Education curriculum for children from Reception to Year 6, enabling pupils to develop their knowledge and skills.

Provide a termly overview and evaluation of the curriculum and update in line with areas identified in the evaluation and any new initiatives.

Job Description

Forest School Leadership and Delivery

- Under the direction of the Head of Junior School, lead and develop the Forest School and/or Outdoor Education curriculum for children from Reception to Year 6 to enable the children to develop their knowledge and skills.
- Provide a regular overview and evaluation of the curriculum and update in line with areas identified in the evaluation and any new initiatives.
- Deliver lessons in Forest School which inspire and motivate all pupils, including those with SEND.
- Create, maintain and update displays that will motivate and inspire the pupils and inform parents and visitors.
- Keep up to date of new developments, initiatives and philosophies in Forest Schools and Outdoor Education and ensure that Silcoates' provision is of a high standard.
- Foster a learning environment which encourages respect, responsibility, and resilience among students.
- Organise and participate in the training of staff, such as INSET sessions as appropriate.

Student Support & Assessment

- Capture and keep records of specific activities and experiences, tracking progress and development to support class teachers as directed.

Pupils and parents

- Maintain regular communication with parents/carers regarding student progress as required.
- Provide talks and workshops for parents, staff, and other interested parties on the ethos of and activities undertaken in Forest School.

Health and Safety

- Ensure that all operations comply with health and safety regulations and best practices.

- Implement and monitor risk assessments and safety protocols for both staff and students within the facility.
- Own and develop risk assessments to include the writing and retaining of all site tool, fire and activities undertaken such as building shelters, moving logs, and carrying sticks safely.
- Liaise with the maintenance and grounds teams to provide a safe environment by identifying risks proactively and perform safety site checks daily.
- Be aware of and follow all other School Policies and procedures.
- Maintain First Aid course certification at all times.
- Manage and maintain the Forest School site, resources, tools, and equipment, ensuring they are safe, clean, and in good working order.

Reporting and Administration

- Ensure proper documentation and record-keeping for all student assessments, coursework, and evaluations.
- Generate reports and updates for the Head and Governing Body as required.
- Record attendance, maintain accurate student records, and track outcomes as directed by class teachers.
- Take responsibility for the control of the Forest School budget.
- Research, source and order resources as required.

Pastoral

- Promote and set high expectations for attendance and behaviour.
- Report concerns to the Designated Safeguarding Lead as required.
- Consult with the Head of Learning Support where needed.

CPD

- Attend regular Junior School staff meetings as required.
- Contribute to INSET days and training sessions and deliver training to colleagues.
- Maintain own CPD and ensure the School's Forest School provision remains up to date and safety compliant.
- To carry-out any other work and activities as directed by the Head of Junior School, including carrying out duties and assisting in classrooms and lessons when required.

Hours of work

Core hours of Forest School delivery are 10am to 3pm. Additional duties are available for candidates seeking a full-time role, including classroom support and provision of supervision for late stayers provision.

Person Specification

| | Essential | Desirable |
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| Personal Qualities | Passion for Forest School and outdoor education | |
| | Commitment to the ethos and aims of the school | Good sense of humour |
| | Initiative and enthusiasm | Evidence of sharing in and contributing to the corporate life of the school |
| | Hard working and good stamina | |
| | Ability to maintain appropriate and supportive relationships with pupils and staff | |
| | Positive attitude to use of authority and maintaining very good standards of behaviour | |
| | Ability to work effectively as part of a team | |
| | Respect for confidentiality of information concerning pupils and ability to use discretion in matters of disclosure | |
| | Open-minded and receptive to new ideas, approaches and challenges | |
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| Skills | Excellent and enthusiastic Forest School practitioner. | Experience of leadership and management |
| | Appreciation of School policies, including how to deal with child protection issues appropriately and how to respond to incidents, accidents, complaints and emergencies. | |
| | Commitment to involvement in co-curricular activities | |
| | Excellent verbal and written communication skills with children and parents | |

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| | Ability to prioritise | |
| | A good working knowledge of Forest School and outdoor education curriculum | |
| | The ability to keep clear and accurate records | |
| | Ability to command respect of students and staff | |
| | Ability to produce clear learning resources with achievable objectives | |
| | Knowledge and understanding of basic ICT | |
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| Qualifications | Minimum level 3 Forest School practitioner | |
| | Outdoor First Aid Certificate. | First aid trained or a willingness to be trained in Outdoor First Aid. |
| | In possession of a recent DBS check and willingness to submit to a new check | |
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| Knowledge and Experience | Able to demonstrate strong experience of leading and delivering Forest School and Outdoor Education | Record of continuing professional development |
| | Good working knowledge of Forest School principles and good practice | |
| | Understanding of current good practice in teaching and learning | |

Silcoates School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.