

## 12.0 Forest School

### **12.6 Safeguarding and Child Protection**

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### **6.SAFE GUARDING AND CHILD PROTECTION**

Start Right Nursery School has a comprehensive 'Child Protection and Safeguarding Policy and Procedures' document that can be viewed on the school's website: [www.startrightnurseryschool.com](http://www.startrightnurseryschool.com). Within the Forest School environment these policies will be adhered to.

All staff who attend the Forest School sessions will have an up to date DBS check, as well as adults who help at Forest School on a regular basis.

When Parents and other Volunteers are helping with the sessions they must sign in at the Reception area. Visitors will never be left on their own with the children.

Parental/carer communication and permissions will be maintained in accordance with the Start Right policy. A termly letter will outline dates and events.

#### **6.1 Adult:Child Ratios**

The adult:child ratios will be in line with the Early Years Statutory Framework guidelines.

For children aged two there will be a ratio of 1:4

For children aged three and over where a person with Qualified Teacher Status is working directly with children there must be at least one member of staff to every 13 children and at least one other member of staff must hold a full and relevant level 3 qualification

There will be Adult:child ratios of 1:10 (or a ratio 1:5 if there is tool use/fire making in the session). In practice this means that there should be a minimum of 3 adults present in a normal Forest School session for a class of 30 children (Forest School Leader, Teaching Assistant, a regular assistant - with DBS). This would need to increase to 6 adults if the session planned involves tool use or small group fire making. This requires the support of Parent Helpers to increase the Adult:Child ratio and will be sorted by asking parents to come and help for specific sessions.

## **6.2 Preparing children for Forest School**

To enable the safety of children taking part in the Forest School sessions it is important to prepare them for the activities taking part.

It is important to ensure they are:

- Dressed appropriately so that they don't get cold and wet.
- Informed and demonstrate procedures to keep them safe during tool work/fire lighting.
- Informed and demonstrate safe procedures of entering and exiting the fire circle

These procedures are detailed in Appendix 8.3.

## **6.3 Use of photographs and digital recording media**

The vast majority of people who take or view photographs or videos of children do so for entirely innocent and legitimate reasons. Sadly, some people abuse children through taking or distributing images, so we must ensure that we have some safeguards in place.

To protect our children we will:

- seek their consent for photographs to be taken or published (for example, on the school website or in newspapers or publications)
- seek parental consent
- use only the pupil's first name with an image
- ensure pupils are appropriately dressed
- encourage pupils to tell us if they are worried about any photographs that are taken of them.

If group photos are taken within Forest School, then those who are known to not have parental consent for photos to be taken will not be included in the photo.

## **6.4 Confidentiality**

If there are concerns over a child's welfare then to maintain confidentiality these concerns will only be discussed with the Designated Safeguarding Lead, Caryll or Peter Ingerslev. That person will then decide who else needs to have the information and they will disseminate it on a 'need-to-know' basis.

However, any member of staff can also contact children's social care if they are concerned about a child.

## **6.5 Lost child(ren)**

If it is suspected that a child has been lost, the following procedure will take place:

- the group will be called together and a head count will be taken (prior to the Forest School session starting a register is taken of the class so the number of children present is known).

- An immediate search of the area will be made, and others asked if they know of their whereabouts.
- The Forest School Leader will be notified of the child missing so they can help with the search.
- The remaining group will be taken from the Forest School site back to the main house and reassurance given.
- If the child still remains missing the parents/guardians of the child will be notified and if 10 minutes have passed after the child is lost the police will be contacted and advice taken on the next steps.

#### **6.6 Child(ren) Not Collected**

If a parent is not present at the end of a session to collect the child then the child is encouraged to go and play in the red room or to join the other children who are staying late. If the parent has not arrived after half an hour then the parent, next of kin or alternative contact is telephoned to make alternative arrangements.