



**Job Description:** (Forest School Leader)

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**School:** St. Mildred's Primary Infant School  
**Grade:** Kent Range 5  
**Responsible to:** Heads of School

### **Purpose of job**

- To provide quality learning outside the classroom.
- To maintain a safe learning environment within the Forest School, identifying areas of concern as needed.
- To deliver weekly PPA sessions and interventions to classes or groups of specified pupils, or individuals as outlined on Provision Plans in order to support them with their learning and raise levels of well-being, achievement and attainment, specifically using the outside environment.
- To provide sessions for other if needed.
- To lead Forest School provision across the whole school.

### **General duties and responsibilities:**

- To help promote positive behaviour, school's ethos and values.
- To be committed to the safeguarding and welfare of all children.
- To promote and support the development of positive relationships between the learner and the natural world.
- To be responsible for lesson plans and organisation of all subsequent Forest School activities.
- To adapt and promote holistic development of children fostering confident, independent and creative learners.
- To follow principles of the Forest School, such as to aim to improve physical, cognitive, communicational, social and emotional aspects of children's development.
- To allow pupils the opportunity to learn through play and choice that is based on their innate interests, motivation and positive attitudes.

- To report any concerns directly to the site staff or member of the senior leadership team.
- To work together collaboratively and professionally, being diplomatic and tactful.
- To be a good role model in speaking and listening, using correct grammar.
- To follow all school policies.

**Specific duties and responsibilities**

- To be able to plan, organise and deliver Forest School activities to a wide range of children. Liaise with class teachers when organising groups of children and reschedule of sessions.
- To be responsible for setting up the activities and getting ready the equipment and materials needed. Select and use a wide range of resources and teaching methods appropriate to forest school experience.
- Supervise children at all times, encouraging and promoting their independent learning.
- To be able to support children with various needs while delivering the sessions.
- To have child centred learning approach at the heart of every Forest School session, ensuring that play and choice are the integral part of children’s learning.
- To promote positive management of behaviour, establishing boundaries to ensure the safety and good behaviour of the children. To adhere to the school’s Positive Behaviour Policy.
- Conducting observations and reviews of children’s learning and maintaining necessary records of children’s development and progress.
- To order any necessary equipment and/or resources and to maintain them in a suitable state.
- Adhere to the school’s Health and Safety Policy and conduct regular Risk Assessments of the forest area that is used for the sessions. To prepare and keep up to date the relevant Risk Assessment paperwork. To make staff aware of any potential risks.
- To participate in annual performance appraisal and to agree with the Line Manager targets for the following year. Continue with your professional development and attend any relevant training as required.
- The post holder will be expected to work as part of a team and/or independently.
- To help promote Forest School.
- The post holder may be required to assist with other areas of work and therefore they should be prepared to undertake other duties, appropriate to the post, as delegated by the Leadership Team.

**The Job Description is subject to the changing needs of the school and other duties may be required from time to time. It will be reviewed as part of the Appraisal Process.**

**SIGNED ..... DATE .....**