

 FOREST PREPARATORY SCHOOL	JOB DESCRIPTION
JOB TITLE	Outdoor Learning Lead (Full-time)
DEPARTMENT/SECTION	Preparatory School
LINE MANAGER	Deputy Head of Co-Curricular (Prep)
RESPONSIBLE FOR	<ul style="list-style-type: none"> • Planning and delivering outdoor learning using the Forest Schools model to Key Stage 1. • Writing and checking risk assessment for the forest schools site and tools as appropriate. • Ensuring health and safety procedures relating to participants and staff are observed
<p>SAFEGUARDING: Forest School is committed to safeguarding and promoting the welfare of children.</p> <p>The postholder will be required to:</p> <ul style="list-style-type: none"> • Complete an Enhanced Disclosure and Barring Check (DBS) • Complete Child Protection Training <p>Promote and safeguard the welfare of all children and young persons they are responsible for, or with whom they come into contact</p>	
<p>JOB SUMMARY:</p> <p>The successful candidate will take a lead in developing outdoor learning provision across the 4-11 age range, delivering sessions that are well-planned, well-resourced and engaging. The role will require the individual to create exciting, educational and inspirational content for 4-7 year olds in the Forest Schools programme. The sessions delivered to Year 1 and 2 are shared with topic lessons and should link where appropriate.</p> <p>You will need to be a confident and imaginative practitioner outside of the classroom, committed to the role, be able to demonstrate a clear ambition and enthusiasm for outdoor learning and Forest Schools, and be willing to be fully involved in the life of the Prep School. You need to be well-read in stories appropriate for use in the outdoor area along with ability to create role-play, drama and bushcraft activities.</p> <p>Essential skills include the direction, coaching and development of the Forest Schools programme, a Forest School qualification at least Level 3 and, if possible, an in-date Outdoor First Aid qualification. The successful applicant needs to be able to work in almost all weathers and have experience with the full primary age range from Reception to Year 6. Well-developed organisational skills are expected, and an understanding that the work of the Outdoor Learning Lead in the Preparatory School is not limited to the hours of the school day.</p>	
<p>GENERIC DUTIES AND RESPONSIBILITIES</p> <p>Below sets out the generic main duties and responsibilities of similar posts at Forest School. Those holding positions of responsibility have specific job descriptions in addition to the duties described below. Above all, Forest School teachers are professionals who carry out their duties responsibly and with regard for the best interests of their pupils and the School.</p>	

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Teaching and Learning

- Plan, prepare and deliver purposeful and productive lessons to assigned classes
- Be prepared to innovate and devise imaginatively varied ways of teaching forest schools and outdoor learning to inspire pupils
- Encourage pupils and show enthusiasm for their subject in the classroom
- Give appropriate feedback and maintaining records of pupil's progress in the learning goals met during forest school sessions
- Demonstrate an awareness of Assessment for Learning strategies and personalise the learning of all pupils, as appropriate
- Select and use a range of different learning resources, tools and teaching styles, appropriate to the topic
- Research new topic areas and maintain up-to-date subject knowledge

Co-Curricular

- Select and use a range of different learning resources, tools and teaching styles, appropriate to the topic
- Research new topic areas and maintain up-to-date subject knowledge
- Take part in the activities programme in Key Stage 1

Pastoral

- Manage pupil behaviour in the outdoor environment, establish an orderly environment and ensure the safety and good conduct of the pupils, following the guidance in the Behaviour Policy)and the Disciplinary Framework) and to enforce the pupils' Code of Conduct

Other Professional Duties

- Be familiar with the contents of their Preparatory School Handbook and endeavour to follow closely the guidance provided in this document
- Be familiar with the School's health and safety guidance and be responsible for personal health and safety and that of the pupils
- Support and foster the aims of the School
- Notify the Deputy Head of the Preparatory School as early as possible if absent from School and set rigorous, appropriate activities
- Attend relevant in-service training each year, after obtaining the consent of the Head of the Preparatory School
- Take part in the Preparatory School's performance management scheme and appraisal

FOREST SCHOOL'S POLICY AND PROCEDURE

The postholder is required to actively follow and abide by all Forest School policies and procedures including Equal Opportunities, Staff Code of Conduct, Safer Recruitment and Child Protection, and will maintain an awareness and observation of Fire and Health & Safety Regulations.

If during the course of time the duties and responsibilities should change, the job description will be reviewed and amended in consultation with the postholder.

The postholder will carry out any other duties as are within the scope, spirit and purpose of this job description as requested the line manager or Head of Department/Section.

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