

JOB DESCRIPTION

Job title: Forest School Leader – Level 3

Salary: HBC 3-4 SP 5-11

Contract type: Fixed-term, full-time

Reporting to: Deputy Headteacher

MAIN PURPOSE OF THE JOB

The Forest School Leader (FSL) will:

- Work across the Federation as required
- Work with and alongside teaching assistants, teachers and senior leaders to raise the learning and attainment of pupils
- Promote pupils' independence, self-esteem and social inclusion
- Give support to pupils, individually and in groups, so they can access the forest school curriculum, take part in learning, and experience a sense of achievement

Key Duties

Teaching and Learning

- To plan, develop, establish and maintain a Forest School at our school sites, with guidance and support from the Senior Leadership Team and Federation.
- To plan, prepare and deliver a range of Forest School sessions with groups of nursery children across our Federation.
- To liaise with key staff prior to sessions to ensure plans are appropriate and all needs and expectations are met.
- To supervise and support children with varying needs while delivering sessions.
- To create and maintain an engaging, fun, and supportive environment, demonstrating flexibility in planning and running sessions in response to varying/changing needs of children.
- To be aware of and comply with all school policies and procedures.
- To undertake all duties reasonably requested by the Senior Leadership Team
- Use effective behaviour management strategies consistently in line with the Federation's policy and procedures
- Observe pupils learning and use this information to plan next steps
- Undertake any other relevant duties given by senior leaders
- To observe confidentiality at all times.

Working with staff, parents/carers and relevant professionals

- Communicate effectively with other staff members and pupils, and with parents and carers with support from the teacher as required
- Communicate their knowledge and understanding of pupils to other school staff and education, health and social care professionals, so that informed decision making can take place on intervention and provision
- Meet with parents and carers as required, providing feedback on pupil progress, attainment and barriers to learning, with support from the Senior Leadership Team
- With support from the class teacher or senior leaders, keep other professionals accurately informed of performance and progress, or concerns they may have about the pupils they work with

- Understand their role in order to be able to work collaboratively with teachers and other colleagues, including specialist advisory teachers
- Collaborate and work with colleagues and other relevant professionals within and beyond the nursery schools and Federation
- Develop effective professional relationships with colleagues

Health and Safety

- Promote the safety and wellbeing of pupils, and help to safeguard pupils' wellbeing by following the requirements of Keeping Children Safe in Education (KCSIE) and our Federation's safeguarding policy
- Ensure Health and Safety requirements are met, including risk assessments which are continually checked and updated
- Administer basic first aid as the need arises

Professional development

- Help keep own knowledge and understanding relevant and up to date by reflecting on own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the Federation
- Take part in the Federation's Performance Management procedures

OTHER AREAS OF RESPONSIBILITY

- Attend and participate in regular meetings and staff meetings as appropriate

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and the Federation's safeguarding policy
- Promote the safeguarding of all pupils in the nursery school where they are working

The post will require you to work in partnership with the headteacher, governors, staff and parents to ensure the continuous improvement of the Federation.

The post holder may reasonably be expected to undertake other duties and responsibilities commensurate with the grade of the job.

The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expect all staff, workers and volunteers to share this commitment.

This job description may be amended at any time in consultation with the post holder.

Last review date: May 2025

Next review date: July 2026

Line Manager’s signature:

Date:

Post holder’s signature:

Date:
