

## Forest School Tool Policy

Date	Review Date	Coordinator	Nominated Governor
Nov 17		Janet Green	Janet Jarvis

### Introduction

We use a variety of tools in Forest School including bow saws, sheath knives, bill hooks and loppers. This enables participants to learn new skills; increasing confidence and boosting self-esteem. They are fantastic woodland management skills. Tools are taught by qualified Level 3 Forest School leaders, and are always preceded by tool talks to promote safe use of tools. A first aid kit is always on site and leaders are first aid qualified.

### Aims and objectives

- To guide and reassure staff and parents/carers.
- To ensure all Forest School participants are safe.
- To ensure the woodland environment is managed responsibly.
- To raise children's confidence.
- To teach new skills.

### Procedure

#### **Tools will only be used when;**

- FS leader has checked all tools are fit for purpose.
- FS leader is confident learners are ready.
- Risk assessments have been completed.

- Tool talks and demonstrations are given by leaders to all participants. Children repeat the tool talks prior to using the tools.
- Participants are made aware of safe distance to work from each other.
- A designated tool area is decided upon and made clear to all participants
- All participants wear suitable PPE.
- The tools are kept in a locked tool box.
- Tools are counted out and back in again.
- Walking around with uncovered tools is not permitted.
- Knife work is always closely supervised by a leader.

FS leaders will ensure participants are using safe practise at all times and will adjust learners accordingly.

Injuries will be treated by a first aider and logged in the accident book as required.

### **Knife use**

As with all the tools, knives are kept in a box, within the locked tools box.

All children will understand the risks, by learning the tool talk before using the knives.

All knives are counted out, and counted in at every session.

Knives are used with those children who the level 3 leader deems ready to use such tools, under careful supervision of the level 3 leader and other support staff.

All support staff will be taught the tool talks, risk assessment and safe use of knives before they support the level 3 practitioner.

Children are taught about the legal aspect of knife use, in an age appropriate way.

The knives are bright in colour, so easily identified in the wood should they be put down on the ground, and not easily hidden.

In the event of knife misuse or missing knives, all students will be involved in discussion about the incident/situation and teaching staff and parents informed. Sanctions will be put in place accordingly.

<b>Role of the Governing Body</b>	<ul style="list-style-type: none"> <li>• The Governing Body has:             <ul style="list-style-type: none"> <li>▪ responsibility for the effective implementation, monitoring and evaluation of this policy</li> </ul> </li> </ul>
<b>Role of the Head Of Academy</b>	<ul style="list-style-type: none"> <li>• The Head Of Academy will:             <ul style="list-style-type: none"> <li>▪ ensure that the nominated member of staff is suitably trained, has sufficient time to undertake their role and an adequate budget to purchase any equipment required;</li> <li>▪ monitor and evaluate this policy</li> </ul> </li> </ul>

<b>Monitoring the Effectiveness of the Policy</b>	Annually the effectiveness of this policy will be reviewed, or when the need arises, and the necessary recommendations for improvement will be made to the governors.
<b>Links with other policies</b>	Forest School Policy



## Lime Tree Primary Academy

<b>Head of School:</b>	Miss A. Dean	<b>Date:</b>	
<b>Chair of Governing Body:</b>	Mr. D. Mallalieu	<b>Date:</b>	