

Forest School Leader Job Description 2024-2025

Name:	
Post:	Forest School Leader
Salary Grade:	G8
Hours:	To be agreed
Job Type:	Permanent
Responsible to:	Headteacher and AHT
Responsible for:	NA
Budget responsibilities:	NA
Signatures and Date:	

Introduction

This job description will be reviewed at least annually, with any changes and allocation of specific responsibilities taking place as part of the Performance Management Review. The school's Grievance Procedure will be used to resolve any dispute arising out of the job description. Other relevant policies may be the Stress at Work Policy and the Dignity at Work Policy.

For all staff - You have specific responsibilities under Health & Safety legislation to ensure that you:

- take reasonable care for your own health and safety, and that of others affected by what you do, or do not do.
- co-operate on all issues involving health and safety.
- use work items provided for you correctly, in accordance with training and instructions.
- do not interfere with or misuse anything provided for your health, safety or welfare.
- report any health and safety concerns to your line manager as soon as practicable.

Main Duties

- Planning, preparing and delivering learning activities outdoors for individuals/groups of pupils/whole classes, monitoring and assessing pupils and recording and reporting on pupil's achievement, progress and development.
- Playing a key role in developing the school Forest School grounds to facilitate learning.
- Supporting teaching and learning by covering whole classes during the short-term absence of teachers.
- Participating in providing a stimulating and caring environment in which children's developmental and welfare needs are met.
- Promoting learning in the outdoor environment.
- Responsibility for high standards of care and education., including the management of support staff and volunteers.
- Ensuring Health and Safety of all participants, including writing and checking Risk Assessments for site, tools and activities.
- Maintaining and checking tools and other equipment.

Main Purpose**Support for Teachers**

- Covering whole classes, undertaking pre-planned learning activities.
- Promoting positive attitudes and high standards of behaviour, using the Behaviour and Relationships for Learning Policy and consistent language.
- Organising and managing appropriate learning environment and resources.
- Providing objective and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence.
- Recording progress and achievement in lessons/activities systematically and providing evidence of range and level of progress and attainment.

Support for Pupils

- Promoting and enabling the inclusion and acceptance of all children.
- Providing a consistent approach whilst responding to individual children's needs.
- Ensuring pupils have equal opportunities to learn and develop.
- Assessing pupil needs and using detailed knowledge and specialist skills to support pupils' learning.
- Supporting pupils consistently, whilst recognising and responding to their individual needs.
- Encouraging pupils to engage, interact and work cooperatively with others.
- Promoting independent learning.
- Promoting independence and employing strategies to recognise and reward achievement.
- Providing feedback to pupils in relation to progress and achievement.
- Contributing to the overall ethos and aims of the school.
- Establishing productive working relationships with pupils, acting as a role model and setting high expectations.

Support for the Curriculum

- Delivering learning activities to pupils within agreed system of supervision, adjusting activities according to pupil responses/needs.
- Using ICT effectively to support learning activities and develop pupils' competence and independence in its use.
- Selecting and preparing resources necessary to lead learning activities, taking account of pupils' interests and language and cultural backgrounds.
- Advising on appropriate deployment and use of specialist aid / resources / equipment.

Support for the School

- Complying and assisting with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person.
- Being aware of and supporting difference to ensure all pupils have equal access to opportunities to learn and develop.
- Contributing to the overall ethos/work/aims of the school.
- Establishing constructive relationships and communication to support achievement and progress of pupils.
- Recognising own strengths and areas of specialist expertise and use these to lead, advise and support others.