**Visitor Protocol:**

**The Forest School Leader/s:**

• will carry out a detailed safety check prior to each session and comply with the Health and Safety Risk Assessment.

• is responsible for all equipment and will ensure that it is checked before use and returned to the resource area after use.

• has the responsibility of ensuring all those participating are kept safe at all times.

• will keep an accident book to record accurately any accidents/incidents that may occur during a session eg. trips, stings, etc

• will hold an up to date Outdoor First Aid certificate.

• will plan and deliver a full and varied programme.

• will incorporate a range of different learning styles to promote independence during the activities.

• will maintain a safe environment in order to maximise the learning experience in the woodland setting.

• will ensure that during all Forest School sessions all persons will be treated equally regardless of ability, age, gender, culture or race.

• will ensure all persons will be included in all activities in a nurturing and caring environment.

• will promote the value of working together harmoniously respecting others views and ideas.

**The address is:**

Howfield Woodyard

The Woodlands

Howfield Lane

Chartham Hatch

CT4 7LZ

Approximately 10 mins drive from Canterbury.

**All visitors must:**

* When arriving, visitors must park within the gate at the entrance to Forest school and ensure the gate is shut behind them.
* Visitors must report to the Forest School leader/s present and read and sign the Safe Operation guidelines form.
* Any visitors to the Forest School will be briefed on the Forest School ethos and be required to adhere to it when attending sessions with an understanding that not doing so could disturb the ‘flow’.