



Exploring the wild side of nature

Forest School Volunteer Assistant

Purpose of Post

- 1 To be trained to undertake same responsibilities as Forest School Assistant;
- 2 To contribute to a high quality caring environment for children. This includes creating a warm, friendly and stimulating atmosphere in which the children can develop emotionally, socially and educationally through individual attention and group activities.

Key Areas

- 1 To work with children
- 2 To comply with all the organisation's policies and procedures, with specific reference to the Safeguarding Policy, at all times
- 3 To work as part of the staff team;
- 4 To liaise with mentor.

Responsible to

Director, Hannah Standen

Duties and Responsibilities

- 1 Work (under supervision) with children in the Setting, to provide all aspects of care and supporting learning opportunities
- 2 Uphold standards within the Setting by adhering to all policies and procedures;
- 3 Strive to safeguard children by working to the organisation's safeguarding Code of Conduct;
- 4 Assist with meeting the personal and emotional needs of individual children;
- 5 Provide adult interaction with children in the Setting;
- 6 Know and implement the Setting's confidentiality policy.



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Team Work

- 1 Contribute towards an effective and supportive team environment;
- 2 Work collaboratively with colleagues to ensure the highest standards of care are provided;
- 3 Attend team meetings and contribute relevant ideas;
- 4 Attend out of working hours activities, e.g. training, monthly staff meetings, etc – as required;

General

- 1 Contribute to high standards of hygiene and cleanliness in the Setting;
- 2 To undertake such other duties and responsibilities of an equivalent nature, as may be determined by the volunteer's supervisor from time to time;
- 5 The volunteer's duties must at all times be carried out in compliance with the Setting's Equal Opportunities policy;
- 6 Look upon the Setting as a "whole" where your help can be most utilised, be constantly aware of the needs of children;
- 7 To respect the confidentiality of information received;
- 6 To ensure the Setting is a high quality environment, which meets the needs of individual children from differing cultures and religious backgrounds, and stages of development;
- 7 To be aware of the high profile of the Setting and to uphold it's standards at all times;
- 8 To be aware of all emergency and fire evacuation procedures;
- 9 To be aware of sections 7 & 8 of the Health and Safety at Work Act 1974;
- 10 To promote and support the Setting's policies relating to safeguarding of children and young people within the workplace.



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Person Specification - Forest School Volunteer:

Essential	Desirable
<p>Skills, aptitude, knowledge and experience</p> <ul style="list-style-type: none"> • Previous experience of caring for, or working with children in a voluntary or paid capacity • An interest in the care, learning and development of young children • A positive approach to learning and gaining new skills through teamwork and training opportunities • Love of nature & willing to work outdoors • Own transport & the ability to travel to Grammarcombe Woods 	<ul style="list-style-type: none"> • Achieved or currently studying towards a childcare qualification • Knowledge of or experience of the Forest School ethos • Experience of working with children in an outdoors setting
<p>Personal qualities</p> <ul style="list-style-type: none"> • Good organisational and planning skills • Punctuality, reliability & trustworthiness • Patience • Enthusiastic & friendly • Able to work in small teams • A commitment to safeguarding children at all times 	<ul style="list-style-type: none"> • Flexibility – occasionally working hours might be changed
<p>Qualifications</p> <ul style="list-style-type: none"> • A positive approach to completing relevant short courses and qualifications • Some understanding of the importance of Health & Safety and Food Hygiene in the workplace 	<ul style="list-style-type: none"> • Health & Safety certificate • Paediatric First Aid certificate • Childcare qualification • Completion of other relevant courses • Forest School qualification

This post requires a DBS check as there may be periods of unsupervised access to children. An Enhanced DBS and satisfactory references would be obtained prior to commencement of employment.