



## Forest Tots: Terms & Conditions and Policy Statement

### Basic Information

Forest Tots runs every Thursday during term time, 9.30 – 11.00am.

Children aged from 1 year up to school age.

Open to all, not just children currently attending Wood End Pre-School.

### What to Expect at a Session

- We go out in all weathers, except high winds and lightning storms. **Please wear suitable outdoor clothes and shoes.** No sandals or open-toed shoes, please. Welly boots are recommended. Waterproof clothing is always needed, with lots of warm layers underneath in the winter and cool layers in hot weather. Please ensure everyone attending has sun cream SPF applied, especially in sunny weather. We advise you to bring a full set of spare dry clothes for your child to change into at hometime, including shoes and socks.
- The children are encouraged to appreciate the natural world throughout the seasons, and we encourage them to use natural materials in their play.
- At Wood End, we follow the Forest School ethos, which supports play, exploration and supported risk-taking. It develops confidence and self-esteem through learner-inspired, hands-on experiences in a natural setting. Our sessions give the children a low-risk environment in which they are free to explore the woodland throughout the seasons and get muddy. We have a loose structure every week, but we allow the sessions to be as child-led as possible.
- Activities may include: tree-climbing, mud kitchen, playing on the rope swings or hammock, leaf-printing, bug-hunting, collecting items, viewing the bird boxes, den-building, digging, sandpit, painting, sensory games, natural crafts. There may also be supervised pond-dipping; flint and steel fire-lighting, campfire cooking; safe use of tools such as hammers, saws and peelers. Muddy puddles are always available!
- We start the sessions in the living willow circle, have a brief welcome song and a safety talk where we explain the rules for staying safe in the woodland and around the pond and fire circle if relevant.
- We then introduce or suggest an activity. The children are free to do the activity suggested, or simply engage in free play. In the wider woodland area, we have space for children to run about, play games and explore. We encourage children to follow and build on their own interests within our setting.
- If we feel it appropriate, we may introduce some simple woodland games, and we also have simple tools available which the Forest School Leader can demonstrate and help the children learn to use if they wish, in an age-appropriate manner.

- During the session, we will try to chat with adults to reflect on what their children like doing and might want to do next time. This will help us to keep the sessions as child-led as possible.
- At the end of the session, we have a quick goodbye circle.

### **Safety and Access**

- All sessions are run by at least one qualified Forest School Leader, fully DBS-checked and with an up-to-date outdoor first aid certificate.
- We carry a full first aid kit with us at all times.
- We also have Anthisan antihistamine cream that can be applied to bites and stings, but we will ask you to apply it to your child yourself.
- Please make us aware of any medical information that may be relevant such as allergies.
- The approach into the woodland area is often muddy, with a descending and ascending slope. It can be slippery and may not be accessible for all lightweight buggies / pushchairs or wheelchairs.

### **Food and Drink**

During each session, we will provide tea / coffee / hot chocolate, this is covered by your entry fee. Please bring your own cups and spoons.

Please eat before attending. We may sometimes provide biscuits.

### **Toilets**

- Please try to ensure all children and adults have used the toilet at home before arriving.
- If the toilet is required during a session, please ask at main reception where you will be directed to the disabled toilet.

### **Handwashing**

We have handwashing stations in the woodland area. You may also wish to bring your own hand sanitiser for your family group.

### **Visitor Numbers**

- We ask for one adult per family group, i.e. one adult looking after a maximum of three children. If you wish to bring an additional adult, please contact us to see if numbers allow.
- We ask that at least one adult per family group remains throughout the session.
- The parent/carer will be responsible for their own children at all times.

## Payments and Cancellations

### Fees:

| Rate               | Cost           |
|--------------------|----------------|
| Standard           | £2 per session |
| Additional Sibling | £1 per session |

You can pay with cash on the day, or by bank transfer:

|                                      |                            |                                  |
|--------------------------------------|----------------------------|----------------------------------|
| Account name: <b>Wood End School</b> | Bank: <b>NatWest</b>       | Reference: <b>(Child's Name)</b> |
| Account no: <b>79421458</b>          | Sort code: <b>60-14-55</b> |                                  |

We will ask you to complete a form so that we can **add your details to our database Parentmail**.

We will use ParentMail to contact you if there are any messages for Forest Tots regulars (for example, if we have to cancel due to bad weather). You can also use the enquiry form at

<https://www.woodend.org.uk/forest-tots/>

More information about Parentmail can be found at <https://www.woodend.org.uk/parentmail/>

- Non-walking baby siblings are free.
- There will be a charge for baby siblings who are old enough to walk independently.
- If you have been permitted to bring an extra adult with your family group, there will be no additional charge for them.
- If you have pre-paid but find you are unable to attend on the day, unfortunately we cannot offer credit or refunds.
- If we need to cancel a session due to poor weather, we will contact you as soon as we make the decision, and offer you an alternative date or a refund.

If you have further queries or any special requirements, please contact the school office at [office@woodendsch.org.uk](mailto:office@woodendsch.org.uk) or 01908 316424.

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