

Wild Arts Health and Safety Policy

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1. Risk Management and Assessment

Wild Arts conducts comprehensive risk assessments for all activities and areas accessible to children, identifying potential hazards and implementing measures to mitigate risks both in advance of children arriving and with the children throughout our sessions.

Regular review and update of risk assessments are carried out to ensure ongoing safety.

Please see Atelier Risk assessment sheets or Wild Heart Hill: Site Risk Assessment.

2. Insurance

Wild Arts has appropriate public liability insurance up to £5,000,000 to cover any unforeseen accidents or incidents that may occur during activities.

3. First Aid Provision

Staff are equipped with paediatric first aid qualifications and carry emergency equipment during all activities to provide immediate medical assistance if necessary.

Trained staff with an up to date qualification will carry out first aid, there will always be a trained first aider present for any session.

There is a full first aid kit in the atelier along with breakable ice packs stored in an airtight box with easy access. Mini first aid kits are always present on staff when working outdoors. Clean running water is available in the yard area where our atelier is based and also in the camping field. Another first aid kit is also present in Charmill Cottage. First aid kits are checked and topped up regularly.

4. Staff Qualifications, Training, and Responsibilities

Staff and helpers hold relevant qualifications and undergo regular training to ensure they are competent in their roles. Responsibilities include supervision of children, implementation of safety protocols, and responding to emergencies.

Please see staff suitability section for more information.

5. Supervision

Wild Arts maintains high adult:child ratios to ensure sufficient supervision of children. Staff-to-child ratios are maintained in accordance with statutory requirements.

Children are checked in via a register and regularly head counts take place throughout the day, with particular attention to arrival and leaving of new area's.

When working outdoors with any age we work on a general ratio of 1:5.

Children are never left unattended. If a child needs physical space from other people this is completely fine however, an adult will remain at a visible distance to regularly check on the child's wellbeing.

6. Equipment

All equipment used during activities is regularly inspected, maintained, and appropriate for the age and developmental stage of the children. Tools have dedicated storage areas and each item is returned immediately after use. Children are assessed on both their physical development and listening and understanding prior to using any tools, and a tool demonstration is held by the trained practitioner prior to use by a child.

7. Personal Protective Equipment (PPE)

The use of PPE, such as gloves or goggles, is implemented where necessary to ensure the safety of both children and staff.

8. Welfare Requirements

Wild Arts ensures the provision of adequate toilet facilities and promotes good hygiene practices. Parents are responsible for providing a sufficient packed lunch, snacks and a drink/refillable water bottle for each child's session. Wild Arts ensures children are washing their hands prior to meals, and are encouraged to eat and drink regularly. If Wild Arts provides food we ensure it is suitable for the children with regard to any allergies or requests from parents and share meal times in accordance with British values. Practitioners hold up to date food hygiene certificates.

9. Emergency and Incident Management

Clear procedures are in place for managing emergencies and incidents, including lost or missing persons, and fire procedures to ensure a swift and effective response. Please also see our general Forest School Policies and Procedures.

10. Contingency and Cancellation

Contingency plans are in place for unforeseen circumstances that may require the cancellation or modification of activities, ensuring minimal disruption and maintaining safety.

11. Weather and Clothing

Activities are conducted in consideration of weather conditions, and children are advised to dress appropriately for outdoor environments. Parents receive information on how to prepare for the sessions, and further information is provided in their contract with Wild Arts.

12. Administering Medicines/Items to Children

Staff are trained in administering medicines and follow strict protocols to ensure the safety and well-being of children requiring medication. Only staff with a Full Paediatric first aid qualification will administer medication to a child, and the time and dosage will be recorded and acknowledged by the parent at handover.

13. Operational & Maintenance Protocols

Tools and equipment are operated and maintained according to established protocols to minimize the risk of accidents or malfunctions.

14. Fire & Cooking Protocol

Safe practices are observed during fire lighting and cooking activities, with trained staff overseeing operations to prevent accidents and ensure fire safety. Staff have site specific Fire training as well as certificates in fire Lighting and general fire safety training. Please see our Fire policy and procedures for more information.

15. Toileting

Toilet facilities are maintained to a high standard of cleanliness and hygiene, with staff providing supervision and assistance as needed. Toilet facilities are cleaned and disinfected daily. There is a toilet next to our atelier, as well as in the campsite area, both have running water and soap available in the immediate vicinity.

16. Food Hygiene

Food handling and preparation adhere to food hygiene standards, ensuring the safety of children consuming meals or snacks during activities. Practitioners preparing food have Food Hygiene certificates.

17. Reporting and Near Miss

Incidents and near misses are promptly reported by Wild Arts and documented according to RIDDOR regulations, allowing for appropriate investigation and preventative measures. Any accidents/incidents are also shared with the site manager.

18. Cancellation and Contingency

Clear procedures are in place for canceling activities in unforeseen circumstances, with contingency plans to manage any resulting disruptions safely.

19. Anti-Bullying

Wild Arts is committed to providing a safe and inclusive environment where all children feel valued, respected, and supported. Bullying of any form, including physical, verbal, or cyberbullying, will not be tolerated. Staff members are trained to recognize and address bullying behavior promptly and effectively. We promote positive relationships, empathy, and mutual respect among children through activities, discussions, and role modeling. Any incidents of bullying will be taken seriously, and appropriate actions will be taken to address the situation, including disciplinary measures and support for both the victim and the perpetrator. Our aim is to foster a culture of kindness, acceptance, and inclusivity, where every child feels empowered to speak up and seek assistance if they experience or witness bullying behavior.

20. Safeguarding

Wild Arts is dedicated to the safeguarding and welfare of all children participating in our activities. We have safeguarding policies and procedures in place to protect children from harm and ensure their well-being, and to ensure any and all incidents are reported correctly and in accordance with relevant legislation. Our staff members receive regular training in safeguarding practices, including recognition of signs of abuse or neglect and appropriate reporting procedures. We maintain open communication channels with children, parents/guardians, and relevant authorities to address any safeguarding concerns promptly and effectively. Wild Arts is committed to creating a safe, nurturing, and supportive environment where children can thrive and reach their full potential, free from harm or exploitation.

Please see our full safeguarding policy for more information

21. Safe Environment

Staff regularly visit site without children to clear, clean and maintain safety. As the outside areas are shared by other people (and animals), all children are informed of potential risks and how to inform a practitioner if they spot anything that looks unsafe. Children are always supervised.

Equipment and facilities are regularly inspected and maintained to ensure safety.

Hazardous substances are stored securely and used in accordance with COSHH regulations.

Safe boundaries are established for all activities, including those involving fire and water.

22. Partnership Working and Communication with Parents

Wild Arts recognizes the importance of strong partnerships with parents/guardians in ensuring the safety and well-being of children.

Open communication channels are maintained through regular handovers at drop-off and pick-up times, allowing staff to share important information with parents and vice versa.

A diary system is utilized to document children's learning experiences and daily activities. This diary serves as a valuable tool for parents to stay informed about their child's progress and participation in forest school activities.

Parents/guardians are encouraged to provide feedback, share concerns, and participate in decision-making processes related to their child's forest school experience.

Information regarding health and safety procedures, upcoming events, and changes to policies is communicated to parents/guardians in a timely and transparent manner.

Wild Arts values parental involvement and actively seeks opportunities to engage parents/guardians in the forest school community.

23. Legal Compliance

Wild Arts adheres to all relevant legislation, including but not limited to:

- Health and Safety at Work Act 1974
- The Control of Substances Hazardous to Health Regulations 2002 (COSHH)
- Reporting of Injuries, Diseases, and Dangerous Occurrences Regulations 2013 (RIDDOR)
- The Children Act 1989 and 2004
- The Childcare (Early Years Provision) (England) Regulations 2012
- The Equality Act 2010
- The General Data Protection Regulation (GDPR) 2018

24. Staff Suitability

Wild Arts Practitioners have years of experience working in childcare settings and have the below training and qualifications to suit working with children:

Mariana Peron: BA Honours Fine Art. DBS, Paediatric First Aid, Fire lighting. Mindfulness in the classroom, Child Protection in Education, Keeping Children Safe in Education, Health and Safety in Education, Food Hygiene and Safety, Risk Assessments in educational settings, Fire safety, FGM Awareness. Working with display screen equipment. Undergoing Level 3 Forest School Leadership.

Samantha Sheldrake: BA Honours Arts & Media. Level 3 Early Years Educator. Enhanced DBS, Child Protection in Education, Mindfulness in Schools. FGM Awareness, Health and Safety in Education, Keeping children safe in Education, Food Hygiene and Safety, Risk assessments in educational settings, The Prevent Duty, Understanding Anaphylaxis, Fire Lighting. Cyber training. Social Engineering Red Flags. Undergoing Level 3 Forest School Leadership.

25. Responsibilities

Wild Arts practitioners are responsible for the overall health and safety management and acknowledge childrens learning and holistic wellbeing as part of this.

- At Wild Arts, we recognize the importance of providing stimulating activities that foster children's learning and promote their overall wellbeing.
- Our forest school curriculum is designed to offer diverse and engaging experiences, including nature exploration, creative arts, sensory play, and physical activities, tailored to the developmental needs and interests of each child.
- By immersing children in hands-on experiences in the natural environment, we aim to ignite their curiosity, encourage exploration, and cultivate a lifelong love for learning while nurturing their mental, emotional, and physical health.

Wild Arts outlines parents responsibilities prior to children attending the setting in the form of a contract which parents acknowledge and sign.

All staff and volunteers are responsible for implementing and following health and safety procedures.

Children and parents/guardians are responsible for adhering to the safety guidelines provided by Wild Arts.

26. Complaints

Wild Arts has a complaints policy in place which is regularly reviewed in line with our values.