



Forest school handbook of policies and procedures

To be read by all adult learners, volunteers, visitors of Anas Tribe Forest school sessions.

22/05/2026 by Ana Gonzalez

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Introduction

Anas Tribe handbook contains information, policies and procedures relating to the running of Forest School sessions in a safe and enjoyable way.

It is also to be read by all staff, volunteers and freelancers working with Anas Tribe prior to participation. The Handbook is subject to annual review and to immediate review if an incident indicates the need for this.

My long term goal at Anas Tribe sessions is to re connect people to the natural world, working alongside it seasonally and understanding it from the soil to the mighty oak!

Everybody regardless of background should have regular, long-term access to a woodland or a natural environment which provides them with inspiration and challenging outdoor learning opportunities.

Forest School offers a learner centered approach, where participants can learn through self-directed play and exploration. Participants who come to the woodland with Anas Tribe will be given the opportunity to develop their curiosity, confidence, self-esteem, creativity, empathy, communication skills, knowledge of the natural environment and ability to assess risk.

Anas tribe activities will depend on the ability and experience of participants. Examples of Forest School activities include:

- Woodland management and nature exploration
- Building dens and other structures
- Fires and cooking
- Games and invitations for imaginative play
- Natural crafts

- Using tools, such as knives and saws
- Scavenger hunts and adventure
- Seasonal celebrations
 - Learning of surroundings, foraging, insects and wildlife

Play policy

What is play at Anas Tribe?

- Freely chosen.
- Personally directed.
- Intrinsically motivated.

Children control the content and intent of their play. Any activity they choose to do fits these parameters and is counted as play, even if it is not typically seen as ‘play’

All children and young people need to play, is it a necessity for a happy, healthy life.

Child led and initiation while on our sessions at Anas tribe will work alongside adult led and initiation hand in hand to create the correct play environment to suit individual needs.

Anas Tribe will not use language as in “No” and “Be careful” we will work alongside play behaviors and explain why we may not do certain things due to a result.

Play is such an important part of development and is proven to be integral to successful adulthood.

Environmental Policy & Environmental Impact Assessment

Ana’s Tribe aim for all our participants and staff to engender a high level of respect for the natural world and encourage all to be involved in decisions about their environment and safety.

Anas Tribe aim to ensure that, where possible, i purchase products that have been assessed for having a lower impact on the environment. By operating in a way that minimizes waste, optimises recycling and promotes the reuse of materials we hope to

demonstrate and encourage a wider respect for the environment, as well as an understanding that all produce and waste is linked to the health of our planet as a whole.

On site activities such as fires will follow practices that minimize impact on wildlife through being mindful of what is burnt and how any residues are disposed of.

Before leaving a site we will ensure that litter is collected and disposed of suitably.

Minimising Impacts Activity, Impact Mitigation on Collecting Wood Dead wood is important to any woodland ecology as it has a multitude of uses, from homes for mini beasts to beds for fungi, so a lack of it is bad for any woodland habitat.

Limit the frequency of fires and evaluate the amount of dry, dead wood before having a fire. Collect only the minimum amount required for any given fire. Reserve specific areas for dead wood conservation. Fires Changes in soil chemistry can lead to increases in PH levels, carbon, phosphorous, etc. which can be harmful to some plants, whilst other essential nutrients may be depleted. Fire can travel underground to roots even after appearing to be extinguished. Designate fixed locations for fires on parts of the site that aren't particularly ecologically interesting or unique. If possible, dispose of ash into patches of nettles. Ensure that all fires are extinguished fully before leaving a site. Where needed, use a fire wok to contain fire.

Cooking Food waste may attract animals to the site or increase numbers of certain species, potentially leading to adverse changes in biodiversity. Inform participants of these impacts and provide a container (to be taken away) or an ecologically sound place for food disposal.

Tree Climbing, Shelter Building & Swings Damage to trees. Restrict these activities to suitable trees that will tolerate them.

Natural Damage to plants - some plants are Inform groups as to which types of 6 Materials far more sensitive to losing their leaves or flowers than others and different seasons affect this too. plants are best to pick, if any. Ensure leaves or flowers are taken from fallen parts where possible. Limit the frequency of this type of activity. Leave plants unpicked whenever picking is not necessary.

Wild wees and poos (school sites to use facilities)

No wet wipes, only Burying faeces and tissues ensures they biodegrade. Either buy biodegradable ones, refrain from using them, or dispose of them in a bag to be taken away.

Designated toileting area will be at least 20 metres from a natural waterway.

Landowner agreement

We have permission to use this woodland and land from school or BFA permission done with correct forms.

Health & Safety Health & Safety Policy

Forest School programmes may include activities that are considered higher risk than usual for participants. It is the general approach of woodland with Anas Tribe to consider not only the risks of each activity but the potential benefits too. However, Anas pack seeks to minimise risk by following appropriate procedures for more risky activities, such as tool use and fires, and by carrying out risk assessment covering key hazards that participants may come into contact with during a session.

Legislation

Anas Tribe fully accepts its legal obligations under the Health and Safety at Work Act 1974. The purpose of this act is to promote, stimulate and encourage high standards of health and safety at work. It protects not only all people at work, but also the health and safety of the general public who may be affected by the work activities.

Staff & Training

All our tutors are professionals with relevant qualifications and experience and have undertaken current DBS (CRB) checks. At least one member of the on-site team will hold an up to date first aid qualification. We will also aim to provide adequate training and support to ensure all staff, volunteers and freelancers are confident and competent when following the policies and procedures we have set out in this Handbook.

Lone working procedures

Ana's Tribe recognizes that there will be occasions where lone working is required before and after forest school sessions. To ensure safety the following measures will be in place:

- A responsible contact will be informed of my arrival and departure
- A fully charged phone will be always carried with signal checks
- No high-risk activities (eg tool use, fire and heavy lifting) will not be undertaken working alone.
- I will ensure awareness of site and emergency procedures
- Where possible, in poor weather conditions lone working will be minimized.

Risk / Benefit Analyses

Anas Tribe believe that, while there are risks that must be considered, there are also a wide range of potential benefits that can be gained by those involved. I also recognize that taking risks is an important part of learning and developing and we want to provide a safe and supportive environment in which participants can learn about risks, challenges and personal safety. Consequently, i will use a risk/benefit analysis in our assessment of our sites and activities. On Site Risk Assessment Procedure Forest School sites must be safe and easily accessible, so whenever possible i will visit and assess sites before activities take place. During our assessment i will seek to identify significant hazards and take action or precautions to reduce the risk to a safe level.

There are five steps to risk assessment:

1. Look for the hazards, such as windblown trees or litter 8
2. Decide who might be harmed and how
3. Evaluate the risks and decide whether the existing precautions are adequate or whether more should be done
4. Record the findings
5. Review the assessment and revise if necessary

Shared Information & Responsibility

The majority of site based activities undertaken by Anas Pack are carried out solely by me and trained staff with correct qualifications. The sharing of responsibility with respect to group safety and risk/benefit analysis will be agreed in advance. Any special knowledge of the group - for example a participant may have a particular fear of dogs or a food allergy - can be useful when planning activities as we aim to make every session as beneficial to participants as possible.

Insurance

Anas Tribe and its staff are insured by Birnbeck Insurance for £1 million public liability cover.

Emergency & Serious Incident Procedure

Emergencies are rare, but they are a possibility, and so Anas Tribe will ensure that everyone is familiar with appropriate emergency procedures. Most emergencies can be resolved on-the-spot by the leader removing the group from potential threat and providing first aid. However, in the event of a serious incident, which could arise as a result of an injury, illness or threat, emergency services should be contacted and the following procedures followed:

1. Secure safety of whole group from further danger. Stop all work/activities if safe. Call in and locate group promptly as agreed with group in advance. If possible, remove whole group from any further danger or threat of danger.
2. First Aider to attend to any casualties with adult helper and with regard for maintenance of required supervision ratios for the rest of the party. At least one first aider must be on site at all times. A record of changes in casualties' state and anything administered to them to be made if possible.
3. Emergency services contacted as necessary, ideally by an adult helper. Charged mobile phones are carried by staff. Despatch a designated driver to meet emergency vehicle at the entrance where possible/necessary. Give the location to 999 operator: Safety of the rest of group will be maintained by the remaining staff and adults away from the scene of the incident.

5. Informing next of kin should be carried out as soon as practicable after the incident by the designated member of staff

6. Inform the land owner.

7. Incident report and/or first aid book should be filled in on site if possible and then logged safely

Ensure that all equipment involved in an accident or incident is retained in an unaltered condition in case it is required by the police. Do not focus on who is at fault. In all cases keep a careful written record i.e. a log, of all facts, events, times and circumstances and retain this record until all matters are finally settled. If possible take photographs.

Incidents leading to admittance to hospital for more than 24 hours or resulting in an injury preventing a person working for three or more days afterwards need to be registered with RIDDOR

First aid kits must be restocked after use and a stock check carried out every 6 months. Any incident or near miss must be subsequently investigated by staff team to review existing controls and procedures.

Lost or Missing Person Procedure

Unknown woods can be disorientating, especially if a participant is unused to this kind of environment. Many woodland sites are not surrounded by walls or fences, and whilst we appreciate this sense of freedom can be beneficial to all, there is also the possibility that a participant may get lost. There are a number of ways we can prevent this:

- We encourage all our participants to take an interest in their surroundings so as to help them find their bearings. Ultimately we would like to inspire all who are able to become responsible for their own safety with respect to staying close to the rest of the group.
- Boundaries will be chosen, clearly marked and made known to the group. Going outside the boundaries will require all of the group to go or a sub group, with at least one leader – allowing at least two leaders to stay with remainder of group.
- The group will be counted in and checked at start and end of day, then at other relevant points in the day – particularly after activities that include members splitting up.

● Good communication within the group will encourage collective responsibility for each others' safety – leaders are always approachable and should be made aware if there are any concerns as to a participants whereabouts. In the event of leaders fearing that a member of the group has gone missing:

1. All the group will be immediately called back in, by prearranged call or whistle, and counted and missing member determined. The time will be noted.
2. The Group Leader must ensure the safety of remaining pupils. At least two adults must stay with them at all times.
3. One or more adults should immediately start searching for the missing group member – calling and whistling as appropriate.
4. If the missing group member is not found within 5 minutes, the group Leader must contact police by telephoning 999 (this will result in the emergency plan coming in to action). Leaders must recall and write down a description of what the missing person was wearing and any distinguishing features. Any information on their last known location and time should be noted. Also if they have any special medical or learning needs then these need to be noted down. All information then must be passed to police or other agencies.

Tool Use Procedure

Using a range of tools will be necessary in many site-based activities and is an important part of our work as it enables participants to develop new practical skills that help develop self-confidence. Anas Tribe aim to ensure that all people participating in sessions with tools do so safely and with as little risk to their health as possible. Tools that may be used include potato peelers, bow saws, pruning saws, loppers, knives, drills and hatchets. The following guidelines are to be followed when using tools:

- The forest school leader will check all tools are fit for continued use before the session
- Only tools that are in safe working order shall be supplied for use
- Correct and safe use of sharp tools will be demonstrated to all staff and participants
- Tools should be counted when handed out and counted back in again when finished
- All groups are to be supervised closely by competent leaders until deemed competent to work with limited supervision
- Tools should be kept in a designated safe area when not in use - none should be left unattended outside this area

- All knives will be closed/ sheaved immediately after use
- Saw guards will be replaced immediately after use
- Walking around with open/ unmasked tools will not be permitted
- Safe working distances and suitable ratios must be maintained at all times

Fire Procedure

Fires and the use of kettles are an important part of Forest School and other sessions. Anas TRibe aims to ensure that all people participating in sessions with fires and/or kettles will do so safely and with as little risk to their health as possible. Fires will only be used where it is appropriate to do so and where there has been an agreement with the site owner prior to the session.

- Leaders will explain to participants the importance of using only dead wood for fires and also of the importance of dead wood as a habitat
- Smoke inhalation will be reduced by burning dead wood. Those in smoky areas will be encouraged to move to less smoky areas
- Fires will only be lit in suitable defined spaces
- Participants will only be allowed to light fires under direct supervision of a trained leader using suitable materials and equipment
- All participants will be given clear guidelines about how to behave and move around the area when the fire or kettle is lit
- A lit fire will be supervised by an adult at all times, as will all cooking activities
- Related safety equipment, including heat-proof gloves, a fire blanket, a burns kit and water will be kept within close range of fires
- All fires should be fully extinguished and all traces removed at the end of a session, except where the landowner has agreed that a designated fire pit may be used repeatedly

Food Hygiene

Participants on activities will be encouraged to wash their hands with water and soap, which will be provided, before eating food. During some sessions, we may cook items such as popcorn, damper bread or marshmallows over the fire. Anas Tribe will be trained and

have knowledge in food hygiene and will ensure that safe procedures are undertaken accordingly.

Dogs & Members of the Public

This site will be open to the public and so there may well be other people out enjoying the woods. Most people will be happy to pass by the Forest School group without hindering activities, but there is the possibility of unwanted attention from a passer-by. In this event a leader will step in and assure the member of public that if they wish to raise any issues.

If the situation escalates to a dangerous level staff will use a mobile phone to call the police and use the Emergency & Serious Incident Procedure.

Some participants may be unused to or even afraid of dogs. If this is known to be the case for any particular participants please inform any/all leader(s) prior to arrival on site. If a dog appears the fearful participant can be joined by at least one member of staff. If a dog approaches the group and appears to likely to cause trouble all participants will be advised not to run or act excitably - ideally keep arms crossed at the chest, voices low and stay as still as possible. A leader will speak to the owner. Signs will be mounted on footpaths close to the Forest School area asking dog-owners to keep dogs under control and for cyclists to be aware that children are playing in the area.

Hazardous Plants & Fungi

Part of the risk assessment will be to identify any particularly hazardous plants and point them out to the group so that all members are aware of the dangers. Anas tribe will be introducing plant life and what's around and making all participants aware of any dangers or plants that can cause pain or rashes.

Serious poisoning from ingestion of leaves, berries or mushrooms rarely occurs, even when curious children are involved. However, ingesting even small amounts of some species can cause nausea, vomiting, and stomach cramps; and large amounts are potentially fatal. Consequently, we disallow all participants from foraging and eating anything that has not been agreed safe by a Forest School leader. If a member of the group is exposed to a hazardous plant or fungi, so that they have a reaction a leader must be informed and appropriate First Aid given. If the nature of the reaction is more serious the Emergency & Serious Incident Procedure must be followed.

Biting & Stinging Insects

Insect bites and stings can be common, particularly in spring and summer, and usually cause only minor irritation. In rare cases, people can have a serious allergic reaction to a bite or sting that requires immediate medical treatment - if this is the case then a leader will refer directly to the Emergency & Serious Incident Procedure.

Group walking

When the group goes for a walk the following procedures will be followed:

- The destination will be communicated to all adults present
- Children will be counted at the beginning and end of the walk, and at any necessary points in between, such as after a rest or play stop
- Walking on roads will be avoided, but where necessary will be in single file, with an adult at the front and the rear, and remaining adults interspersed between children
- For longer walks and those which venture beyond the Forest School site, the route and projected timings will be communicated so somebody who is not with the group, and arrangements made for a check-in system between that person and the group leader

Administering medicines and sun cream

Permission will be sought from a guardian to give their child paediatric paracetamol, sting or bite treatments, antiseptic cream and sun cream. These permissions will be included in the pro forma consent form. Guardians will also be asked to provide details of allergies or relevant illnesses and to supply medicines where necessary (such as an epi-pen or asthma inhaler). Where a guardian does not give permission for medicines and creams to be applied, their wishes will be adhered to by the Forest School Staff.

Reporting: incidents and accidents Any accidents that involve injury will be recorded into a first aid book. Major injuries that constitute 'reportable injuries' will be reported to the Health and Safety Executive via RIDDOR. Parents will be notified of injuries in keeping with the 'Emergency and Major Incidents' policy.

Anti-bullying Policy

Bullying is defined as repeated aggression which can be verbal, psychological, or physical. It includes behavior such as teasing, taunting, threatening, hitting and extortion. Bullying can be conducted by an individual or by a group against others.

Anas Tribe recognizes that bullying behavior can occur in social environments such as schools, clubs and other organizations working with children and can be caused by the following factors:

- Puberty • Peer pressure • Gender differences • Stereotypes/prejudice • Structure of the group-hierarchy • Feelings of inferiority/fear of failure • Family background of the victims and/or the bullies.

Anas Tribe works to create an environment in which the risk of bullying behavior developing is minimized.

Social media, cameras and mobile phone use.

Anas Tribe will ONLY have one working mobile phone on in case of emergency. No use of devices will be allowed while sessions are being conducted or on site.

Photos of children and their achievements will be taken only by myself with permission from parents.

Social media and trends will not be allowed or phones in any sessions.

All photos used will comply with data protection laws

Equal Opportunities and Inclusion

Anas Tribe is committed to equal opportunity for all and we wish to provide an environment in which people feel equally valued. Our policies help to ensure that we promote the individuality of all, irrespective of ethnicity, attainment, age, disability, gender or background.

I will adapt activities to ensure that everyone can participate and, where possible, we will keep spare sets of waterproof clothing to ensure that bad weather is not a barrier to taking part.

Behaviour Policy

Everyone, including Anas Tribe staff, volunteers and participants, have a responsibility to protect their own and other group members' health, safety and well-being. They should inform Anas Tribe staff if anybody's actions are likely to jeopardise the safety or comfort of others. We aim to promote:

- Self-esteem • Self-awareness of personal abilities and limitations
- Respect and care for oneself, other people and the natural environment
- Co-operation and non-violent communication

Forest School Agreement and Ground Rules

In the course of the first session, an agreement will be sought between the staff and all participants for the conduct of the group. This will include items such as respecting oneself, each other and the environment and listening carefully to instructions when they are given. The group will be encouraged to contribute items to the agreement before it is 'sealed'. Ground rules are firmer nonnegotiable rules, such as 'no violence' and will be explained along with the consequences of breaking them.

Behaviour expectations for leaders, assistants and visitors

- Be a positive role model for participants, particularly with regards to respecting each person and the environment
- Encourage and reinforce caring and nurturing behaviour
- Be vigilant with regards to common sense safety
- Facilitate from an egalitarian and liberal approach, avoiding unnecessary rigidity or petty rules
- Avoid coercive or manipulative behaviour management, or that based on personal negative messages, as we feel these damage morale, motivation and self-esteem and are counterproductive to the ethos and objectives of forest school.

Encouraging Positive Behaviour

We want to allow the greatest potential for each participant's forest school experience to be transformational and therefore wish to welcome each participant from an open and unbiased viewpoint with regards to their behaviour and abilities. Whilst recognising that it is useful to have previous information about participants' needs, we believe that no child is inherently 'naughty' and hope that the greater freedoms offered by a forest school environment will allow for a more flexible interpretation of positive engagement.

De-escalation

If a situation arises in which participants are behaving in a way that threatens the safety of the group, the forest school leader will ensure that the following steps are taken:

1. Recount the facts of the incident as observed, in simple language and without judgement, and if possible mutually agree on these. Remind the participants involved of any guidelines they have not followed.
2. Listen to the involved party or parties, if necessary gently separate them from the group for this. Ask about how they feel about the incident, empathise with them to help them to express themselves and take responsibility for their feelings. Ask them to imagine how they think their behaviour has affected everyone else.
3. Talk with them to establish what their needs in the situation were and to understand how they were not being met. Discuss what their needs might be now and encourage them to consider the needs of everyone else present.
4. Help them to express any requests they might have clearly and in positive language. These can be requests of themselves, others, situations or of the environment.
5. Encourage discussion of new strategies, so that if a similar situation arises the participant(s) feel able to communicate their needs without resorting to negative behaviours.

Anas Tribe would never use physical tactics or intervention. Physical restraint would only ever be the last resort if it carried danger or harm to participants.

Recording & Reporting

In all cases the forest school leader will complete an incident report form, and where necessary inform parents/carers. Where relevant, any significant issues or incidents will be discussed with parents or carers in a private conversation, when the participant is not present.

Extreme weather policy

There will be very limited times when Anas tribe needs to cancel a session. Most weathers bring advantages and learning opportunities for children, and we will always use the benefit risk assessment model to judge these. However, one weather condition that needs to be taken particularly seriously is wind.

We will use local and national weather forecast sites such as the BBC and Met Office, remembering these are not always accurate and the wind can be worse or less than predicted. Therefore, our judgement will be made by (if safe) visiting the site prior to a

session commencing and using our judgement of how the trees are responding to the wind, which direction the wind is entering from and the condition of the trees.

The 5-step approach to risk assessment for all Anas tribe activities:

1. Look out for hazards
2. Decide who may be harmed and how
3. Evaluate the risks and decide whether existing controls are adequate or whether more should be done
4. Record findings, including daily amendments to standing risk assessments based on site visits and observations
5. Review assessments on a regular basis (or if circumstances change, which may affect the rigour of the assessment) and revise if necessary

Hainworth wood is predominantly mature native trees. These can drop branches in high winds. When there is high winds the staff will assess the woodland using the above steps and will make judgement on weather the session needs to move out onto the open field away from trees.

If the staff feel that it is unsafe in the woodland due to wind, they will offer parents (if present) of cancelling.

Due to there being so many contributing factors there is not a particular wind speed that we cancel. This is because the risk level depends on so many factors such as the condition of the trees, the recent weather, the wind direction, the health of the trees, the amount of dead wood in the canopy, the season, the age of the children and ability to move the group quickly if need be and so on.

If there are any weather warnings for our site location all advice will be followed.

The weather will constantly be reviewed and monitored closely.

COSHH

Anas Tribe may be required to control hazardous substances, which can take many forms, including:

- Chemicals
- Products containing chemicals
- Fumes
- Dusts
- Vapours
- Mists
- Gases and asphyxiating gases
- Germs that cause diseases, such as leptospirosis or legionnaires disease

Control of substances hazardous to health (COSHH) risk assessments are completed and circulated to all employees who need to be a wear.

Anas tribe Staff will also be provided with protective equipment, where necessary.

No harmful chemicals will be kept on site. If anything, substances need to be used they will be kept in a locked box, always in original packaging and used in line with instructions. Kept of site when not needed.

Site checks of any substances due to the use of the woodland will be checked and assessed before every session at Anas Tribe. If Anas tribe can clean with PPE we will do so, however if substance unknown we will report to Enviromental agencies that day and move site.

Manual handling

It is up to individuals to determine whether they are fit to lift or move equipment and furniture. If an individual feels that to lift an item could result in injury or exacerbate an existing condition, they will ask for assistance. Anas TRibe will ensure that proper mechanical aids and lifting equipment are available if required, and that staff are trained in how to use them safely.

Staff and children are expected to use the following basic manual handling procedure:

- Plan the lift and assess the load. If it is awkward or heavy, use a mechanical aid, such as a trolley, or ask another person to help
- Take the more direct route that is clear from obstruction and is as flat as possible
- Ensure the area where you plan to offload the load is clear
- When lifting, bend your knees and keep your back straight, feet apart and angled out. Ensure the load is held close to the body and firmly. Lift smoothly and slowly and avoid twisting, stretching and reaching where practicable

First aid

All Forest School leaders/trainers will hold a current Forest School First Aid qualification.

A first aid kit including burns equipment will be with each session at all times.

Prior to attending a Forest School session, Anas Tribe will gain advance permission from parents/carers of child attending or trainees/adults, allowing Anas Tribe staff to administer first aid (including the use of herbal medicine if appropriate) during the session should the need arise. Anas Tribe will ensure leaders/trainers/volunteers are aware of any allergies and medical needs in advance and know the accepted method of treating an incident regarding that child/adult whilst at a Forest School session. Specific considerations such as allergies to first aid equipment will be given due care and attention and Anas Tribe will ensure they provide the appropriate materials to avoid harm. Where necessary bespoke first aid measures will be put in place to protect the health and wellbeing of the adult/child concerned.

First Aid Kits Upkeep -

- The upkeep of first aid boxes is the responsibility of the Forest School Leader/trainer.
- Leaders/trainers must monitor the contents of boxes and update/replenish as necessary.

On-site -

- All staff/trainees attending Forest School sessions/training will be aware of the designated location for the First Aid kits.

- The general first aid equipment for Woodland Learning sessions includes extra equipment essential for working outdoors in all weather: emergency blanket and a thermos flask containing hot water.
- When the fire is lit, a burns kit and fire blanket will be kept next to the fire circle.
- Any additional medicines required for those in our care will be kept in a secure location, in the First Aid kit or with the individual involved.

Recording of incidents

- All incidents must be recorded by the person attending the casualty using the incident book.
- All incidents, first aid or near misses, other than those of a minor nature, and particularly those requiring further medical attention must immediately be reported to Anas TRibe accident book.
- All head injuries - no matter how minor must be recorded on a first aid form
- Parents will be informed immediately should a child's condition give cause for concern and be given advice on further care and symptoms to be aware of via the incident slip. Near miss A near miss is any scenario where an event or activity didn't but may have caused serious harm or injury. Also, a situation of potential harm that will require further risk assessment/policy review or a follow up to ensure it doesn't happen again..

Caring for injuries.

- When dealing with blood or any bodily fluids, any person treating the casualty must wear disposable gloves.
- The first aider must ensure the area in which the first aid takes place is safe and if necessary move the casualty to a location that will prevent further injury.
- All wounds will be washed with clean drinking water and sterile wipes. Open wounds will be covered. Running blood will be stemmed by compression until the wound has fused.
- All foreign bodies will be left for treatment by medical professionals. In the event of injury caused by being impaled, the impaled object should be kept in place and firmly supported until Emergency Services arrive.

- Bangs and bruises, twisted or sprained joints will be treated with an ice-pack. The severity of the injury will be assessed and the appropriate aftercare put into place. Parents/carers will be informed of the nature of the injury and recommended on after-care treatment by the First Aider

- Minor head injury will be treated with an ice pack and an incident slip sent home with recommendations for aftercare.

- Serious head injury will be assessed by a trained first aider and appropriate first aid administered immediately until emergency services arrive. Disposable ice packs are available.

- Nosebleeds will be treated by pinching the fleshy part of the nose between thumb and forefinger and an ice pack applied to the site. The casualty should lean their head slightly forward to prevent blood dripping down the throat and breathe through their mouths.

- Any bodily fluids on the woodland floor will be cleaned up with water, the area sprayed with natural anti bacterial spray and covered with a layer of soil 10 cms deep. The area will be cordoned off until it is deemed safe to use.

- Soiled materials will be placed in plastic bag, taken off site and disposed of appropriately.

- In the event of having to leave the site due to a serious accident the Emergency Evacuation procedure will be followed.

Additional medicines

- Any children/adults attending Forest School sessions who require additional medicines and able to self administer will do so, in the presence of the Lead First Aider if appropriate.

- Anas Tribe will not administer additional medicines unless trained to do so and with prior permission from parent/carers/trainee/volunteer.