



FOREST SCHOOL PRACTITIONER COURSE: Information for Students

Congratulations on gaining a place on this course. Our course will be run according to the timetable below. Each course day will run from 9:00am - 4:00pm.

Remember to bring strong, suitable, walking boot type footwear and lots of warm layers as well as waterproof outer clothing, hats, gloves, scarves etc. We will be working outside everyday irrespective of the weather, so please come prepared. You may want to bring a camera to take photos of some of the practical work for the portfolio you will be building as part of the course.

Tea, coffee & biscuits will be provided. During practical days we will be cooking our lunches on the campfire; your tutor will give you further details during your course.

The Forest School Practitioners Award is a Qualification accredited by ITC First aimed at teachers and educational professionals who wish to develop and deliver Forest School programmes and gain skills in and knowledge about teaching in outdoor environments. The course consists of 18 Credits at Level 3 which are contained in 5 Units of Study:

H/504/7413 Delivery of a Forest School Programme (Credit Value 3)

K/504/7414 Learning and Development at a Forest School Programme (Credit Value 6)

M/504/7415 Planning a Forest School Programme (Credit Value 3)

A/504/7417 Forest School Programmes and the Woodland Environment (Credit Value 3)

T/504/7416 Practical Skills for a Forest School Programme (Credit Value 3)

The course equates to 70 hours of taught time and requires, on average, a further 110 hours of self-study time from the student. Networking by the students on the course and the formation of small self-study groups is recognised as a useful tool aiding successful completion of the course. One 2 One tutorials will be made available to students during the course.

Course Timetable

Training Element	Date	Notes
Initial Training Days	Date: May 6th, 7th, 8th, Start/Finish: 9:00-4pm Venue: Mindstretchers Ltd, The Old School, Fowlis Wester, Crieff, PH7 3NL	Workshops will be indoors & outdoors, please come prepared for the weather conditions.
Practical Skills Assessment	Date: November 24th, 25th Start/Finish: 9:00- 4pm Venue: As above	
2 day Forest School First Aid course	To be booked in addition to Forest School Leader course (if required) Date: Nov 23rd, 26th Start/Finish: 9-4pm Cost: £110 Venue: As above	Forest School requires a 2 day (12+ hour) First Aid course covering <u>incident management in the outdoors.</u> Booking: http://igniteup.co.uk/events/
Course Support	Each candidate is given 1 hour of tutor support with queries on completing the Assessment Criteria of the qualification. This can be arranged via: Telephone: 01685 871860 Email: info@cyfleon.co.uk Skype: Cyfleon (Darren Lewis)	
Observed assessment	Trainees as part of their Forest School Leader qualification will be expected to run a programme with a minimum of 6 sessions @ 1hour +. Arrangements to be made by trainee to send video evidence of leading ONE session to the tutor for assessment.	
Submission of portfolio of evidence (closing date)	31st March 2017	Send your file to:- FAO: Darren Lewis, Cyfleon Ltd, Dare Valley Country Park Aberdare, RCT CF44 7RG Email: info@cyfleon.co.uk
Portfolios marked	April 2017 (students notified of provisional pass / referral)	Portfolios should be marked within 4 weeks of closing date of course.
Internal Verification	May 2017	Carried out by Cyfleon Ltd
External Verification	June 2016	Carried out by awarding body
Receipt of Certificates	July 2016	Carried out by awarding body

Assessment

Ongoing assessment takes place during the course whilst the participant is taking part in practical work. Students will also be formally assessed whilst leading one of their Forest School sessions, this work based assessment will be marked Pass or Refer. In the event of a referral, another opportunity for assessment will be provided by Cyfleon Ltd but in the event of a second referral, the student may be required to attend further training and tutorials for which payment will be due.

Final assessment occurs on submission of a portfolio containing ALL evidence for the 5 Units. Students will also be asked to provide evidence of a suitable First Aid Qualification (ITC Forest School or ITC Outdoor First Aid 16 hrs) and a current CRB enhanced disclosure at the time of their Forest School session assessment and to provide evidence of these their portfolio.

Expectations

The Training Team undertake to:-

- Deliver training in Forest School Pedagogy at Level 3 to the standard agreed by the Awarding Body.
- Provide a suitably qualified and experienced training team and to support / resource the course as appropriate.
- Provide appropriate information regarding course content, course venues, accessibility, meeting times and location.
- Meet the needs of the learner and to aid them to complete the course wherever possible.

The Forest School trainees undertake to:-

- Read and act upon information provided and attend all training days provided (sickness excepted).
- Make any additional learning needs known to the trainers on the first day of the course (or before if possible).
- Individually produce their own work in line with the requirements of the Units and the direction of the training team. (Trainees may discuss work collaboratively but individual work must be produced for the booklet).

Forest School Practitioner Qualification and Health and Safety

The course team is experienced in teaching and expert in their various fields. The Units that form this award have been accepted and approved by OfQual. The training team and course content are quality assured by ITC Quality Assurance and External Verification processes and Cyfleon Ltd is an approved provider of this and other courses. Some of the skills taught during the course may be unfamiliar to course members. The training days are designed to give you a comprehensive knowledge of and a start in practicing these new skills, but further practice is often required to get to a point of confidence and competency before using these techniques when teaching children.

Assessments carried out during and at the end of the course give an indication of an individual's competency on that day only. As employees you have an obligation to check with your employers policies on insurance as well as health and safety and to make sure that any new teaching procedures you may use in the future has their full endorsement.

Addressing concerns

The course team hopes that you will enjoy the course and invite you to discuss any issues concerning the course work or assessment procedure with us at the first opportunity by using the contact details given. If the issue is not able to be settled this way, the difficulty should be presented in writing to Darren Lewis, Cyfleon Ltd, Dare Valley Country Park, RCT, CF44 7RG. This letter should arrive at the above address not later than one calendar month from the time of the issue arising.

In line with being a quality training provider and an ITC Training Centre, Cyfleon Ltd has developed and implements policies and procedures for Equal Opportunities, Health & Safety, Child Protection, Record keeping, Disputes, Internal Verification and Quality Review. If you would like to view any or all of these please let your tutor know and they will make a copy available to you.

If you need any further information please do not hesitate to get in contact.

Best Regards

Darren Lewis

Director

M: (+44) 07903249789

Ignite UP is part of Cyfleon Ltd

Dare Valley Country Park, Aberdare, RCT, CF447RG

www.igniteup.co.uk