



Forest School Leader Job Information Pack

Autumn 2026



Job description: Forest School Leader

Salary: Surrey Pay Scale PS5. FTE £27,634. Actual salary £3,268.

Hours: Tuesday and Wednesday afternoons 12.45-3.15pm (5 hours per week)

Contract: Term time only (38.6 weeks per year)

Job Overview

We are seeking a compassionate, patient and enthusiastic Forest School Leader to join our caring and inclusive team from Autumn term 2026. We have a large Forest School area with a pond, shelter, lots of trees and trails. Working 2 afternoons per week you will lead the Forest School activities for our children, working with a Teaching Assistant for support. We are looking for someone who ideally has Forest School qualifications or extensive experience.

You will:

- Design safe, engaging, and imaginative outdoor activities like shelter building, campfire cooking, and knot tying.
- Write and update detailed risk-benefit assessments for tools, weather conditions, and woodland sites
- Supervise children at all times, promoting positive management of behaviour in the Forest School environment
- Watch and record how children play and learn so you can adapt future sessions to their interests
- Administer first aid and enforce clear safety boundaries in all weather.
- Attend relevant training and meetings as required.

We are looking for someone who:

- Ideally has Forest School qualifications or extensive experience
- has experience of working with primary-aged children
- is calm, caring and able to build positive, trusting relationships
- understands the importance of supporting children's emotional wellbeing alongside their learning
- has high expectations whilst showing empathy, patience and consistency
- can work effectively as part of a team as well as using their own initiative
- has excellent communication skills and enjoys working in partnership with families and professionals
- has the ability to write reports

In return we offer:

- the opportunity to make a genuine difference to children's lives every day
- a welcoming, supportive and highly committed Inclusion Team
- high-quality professional development and ongoing training
- opportunities to develop expertise in nurture, emotional wellbeing and SEND
- membership of the Local Government Pension Scheme with generous employer contributions

Safeguarding Statement

Claygate Primary School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

This post is exempt from the Rehabilitation of Offenders Act 1974. The successful applicant will be required to undertake an enhanced DBS check, an overseas criminal records check where applicable (if you have lived or worked outside the UK within the last 10 years) and an online search in line with the latest Keeping Children Safe in Education guidance.

Person Specification

Criteria	Essential	Desirable
Qualifications and training		
GCSE (or equivalent) in English and Maths, or (in the absence of a qualification) evidence of an excellent standard in both areas	✓	
Further qualifications relevant to the post (e.g. Forest School Leader L3)		✓
First aid qualification (training will be given)		✓
Safeguarding training		✓
Any other training relevant to employment in school		✓
Experience		
Experience of Forest School	✓	
Experience of working in a school environment		✓
Experience of working with children	✓	
Experience of working with children with special educational needs		✓
Experience of working to support children in managing their behaviour		✓
Knowledge, Skills and Abilities		
Ability to work on own initiative and as part of a team	✓	
Good communicator	✓	
Calm and patient under pressure with a good sense of humour	✓	
Knowledge of safeguarding children guidelines (training will be given)		✓
Flexibility	✓	
Ability to relate well to children and adults showing respect at all times	✓	

Candidates are asked to demonstrate their ability to meet these selection criteria in their application form, their supporting document and at the selection interview.

We reserve the right to interview and appoint early if we received enough suitably qualified applications. It is therefore advised to apply early.

Application forms may be e-mailed to ros.clark@claygate.surrey.sch.uk or posted to the address below.



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