

## Forest School Practitioner Training (Top Up Course) Devon January 2012

### Top Up Course

This level of training is for students who already hold the level 2 Forest School Assistant certificate and would like to top up to become a Forest School Practitioner. This will then qualify students to lead at Forest School.

### Entry Criteria

- a) Be over 21 years of age
- b) Hold a Level 2 Forest School Assistant certificate.
- c) Have an current enhanced CRB disclosure (or an enhanced Disclosure Scotland Certificate)
- d) Have or be in the process of acquiring a current valid Paediatric First Aid for Outdoors certificate (2-day ITC or equivalent)

### Course Format

The Top Up course consists of 4 modules and includes two assessments. The Modules should make it easier for those who work in schools to get time off for training. Furthermore each module has a workbook requiring short written answers to be completed. This should ensure that students are completing their coursework whilst they are progressing through the training modules and are not left needing to complete a full coursework portfolio at the end of their course. The two assessments are the same as for the standard format course.

1) The Top Up consists of 4 modules, starting with Module 3. Modules 3 & 4 are 2-days each. These modules are progressive, each covering the material in increasing depth and each requiring completion of a module workbook. The content of these Modules will cover the application of learning theories to Forest School, methods of increasing self-esteem and working on emotional intelligence, group management, communication strategy, risk management, ecological impact assessment/management plan, role of the leader, as well as working with tools and campfires for use at Forest School.

2) Module 5 is a **1-day Practical Skills Assessment**. Students will be assessed on their competence with knots and their safe use of tools and firecraft.

3) Students plan and run a **6-week Forest School Programme**, with a small group of children in their own choice of woodland setting. Students will need to write up evidence of their session planning, risk assessments, observations and evaluations for their 6-week Forest School Programme.

4) Module 6 is the **Delivery Assessment** - During the 5th or 6th session of their 6-week Forest School Programme, students will be assessed on their leadership skills and their Health & Safety documentation for running Forest School Programmes. Students will need to book themselves in for a 2-hour assessment.

### Course Dates

Module	Description	Dates
Module 3	Leader 2	31 <sup>st</sup> January & 1 <sup>st</sup> February 2012
Module 4	Leader 3	28 <sup>th</sup> & 29 <sup>th</sup> February 2012
Module 5	Practical Skills Assessment	1 <sup>st</sup> March 2012
Module 6	Delivery Assessment	during May 2012

**Training Times** – training starts at 9am and finishes at 5pm for Modules 3, 4 & 5.

### Training Venue

Haldon Forest Park, Exeter EX6 7XR

### Equipment and Kit

The tools and equipment required on the training will be provided by the FSTC. **Students are required to purchase their own Safety boots** (approved Safety Wear) and provide their own waterproofs and outdoor clothing for use on the training.

### Cost

The cost of the training is £480 (£400 plus VAT). A non-returnable deposit of £100 is required on booking and the balance of the payment is due prior to the start of the course.

Payment by instalments – it is possible to pay in stages. The total cost of the course paid this way is higher (£525 incl VAT) but offers the flexibility of paying in stages.

- First payment is a non-returnable deposit of £100 due at time of booking.
- Second payment is £150 due prior to the start of module 3.
- Third payment is £150 due prior to the commencement of module 4.
- Fourth payment is £125 due prior to the commencement of module 5.

### First Aid

This is not included in this training course and needs to be booked separately. The First Aid course we recommend is the 2-day ITC First Aid for Forest School, which is outdoor First Aid plus paediatrics.

### Delivery Assessment

As part of the training you will be assessed working on your Forest School programme at your site.

Delivery Assessment Dates - The assessments will take place during the dates given above. If you are unable to run your FS Programme to fit into this time schedule then you will require a separate assessment. This will incur an additional charge of £75 plus £0.40 per mile.

Delivery Assessment area – Assessments are free of charge if you are working within a 30 mile radius from the training venue. If you are working outside of a 30-mile radius from the training venue then you will require a separate assessment. This will incur an additional charge of £75 plus £0.40 per mile.

### Coursework

The training course incorporates a variety of teaching methods both on the theoretical and practical elements of the training. A library of texts and other reading material is made available and further reading/ websites are recommended during the training. Students will need to complete written coursework for each of the modules in order to complete this training. This requires the student to do some further reading and research, completing the workbooks (which includes the creation of a Health and Safety Handbook for their 6-week Forest School programme). Detailed instructions are given during the training. Further support is given via email and telephone within what is considered reasonable for the level of training the student is attending. FSTC reserves the right to limit the amount of support in light of this.

Overall Top Up students have a 1.5year time limit from the start of their training course in which to submit their coursework for all of the modules. After this time period no further marking of coursework will take place.

### Marking of Coursework

FSTC Tutor Assessors mark the coursework and assess the suitability of the student's evidence against each of the assessment criteria in line with the requirements from OCN.

Written feedback is given to each student once the coursework has been marked. This feedback will detail if any additional evidence is required in order to fully answer all the assessment criteria and the specific detail of what is required to complete the answer.

Only once FSTC Tutor Assessors have marked and deemed the coursework to be 100% complete and at the required standard, will the whole coursework portfolio be submitted for moderation to the IM. Only once the IM is satisfied the coursework is complete, can certificates be applied for.