

Session Cancellation Procedures

Notice Period

- We require a minimum of 24 hours notice for cancellations or rescheduling of sessions.
- Exceptions may be made for emergencies and unforeseen circumstances at the discretion of the Forest School leader.

Weather-Related Cancellations

- Sessions may be cancelled due to severe weather conditions, including but not limited to:
- Met Office severe weather warnings
- Wind speeds approaching or exceeding Beaufort Scale Level 7 (50kph/32mph)
- Heavy snow, thunder and lightning, or conditions increasing the risk of hypothermia
- The Forest School leader will make the final decision on weather-related cancellations.

Communication of Cancellations

- Forest School staff will contact each other as soon as a cancellation is deemed necessary.
- The school administration will be responsible for notifying parents/guardians of any cancellations.
- We will strive to provide as much advance notice as possible for all cancellations.

On-Site Cancellations

• If a session needs to be cancelled while participants are already on-site, we will follow the school's safe walking policy to return to the main school building.

Rescheduling

• We will attempt to reschedule cancelled sessions within the same term, subject to availability and weather conditions.

Alternative Activities

• In the event of a last-minute cancellation, we may offer alternative indoor activities when possible.

Refunds and Credits

- No refunds will be issued for weather-related cancellations or cancellations made with less than 24 hours' notice.
- Credits for future sessions may be issued at the discretion of the Forest School leader.

Record Keeping

- All cancellations will be documented, including the reason for cancellation and any rescheduling arrangements.
- This cancellation policy will be reviewed annually and may be subject to change.