

**BOARD OF EDUCATION OF SCHOOL  
DISTRICT NO. 61 (GREATER VICTORIA)  
EDUCATION POLICY DEVELOPMENT COMMITTEE  
REGULAR MEETING  
AGENDA**

**Chairperson: Trustee Catherine Alpha**

**Monday, October 7, 2013 – 7:00 PM**

**Location: Tolmie Boardroom**

*The Greater Victoria School District wishes to recognize and acknowledge the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.*

<b>ITEM</b>	<b>PRESENTER</b>	<b>STATUS</b>	<b>ATTACH</b>
1. Approval of Agenda			
2. Approval of Combined Education Policy Development Committee and Operations Policy and Planning Committee Meeting Minutes – <i>September 9, 2013</i>			Pgs. 2-8
3. Business Arising out of the Minutes			
4. Public Request to the Committee			
5. Correspondence Referred to the Committee			
6. Motions Referred to the Committee			
7. General Announcements			
8. New Business			
A. <i>Program of Choice Application: Coastal Kindergarten Program Proposal</i>	<i>Sherri Bell and Janine Roy</i>	<i>Action</i>	<i>Pgs.9-15</i>
B. <i>Motion</i>	<i>Trustee McNally</i>	<i>Action</i>	
<p>That the Board of Education of School District No. 61 (Greater Victoria) establish a position of Student Trustee (from Grade 10, 11 or 12, with voice but no vote) on the SD61 Board and Standing Committees, that the position be supported by an honorarium, or credit to be determined by the Board along with the student's school administration annually, that the term be for one school year September 1 - June 30, and that a Student Trustee information handbook be developed.</p>			
9. Adjournment			



**Combined Education Policy Development Committee  
and  
Operations, Policy and Planning Committee Meeting  
September 9, 2013 – GVSD Board Office, Boardroom**

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**REGULAR MINUTES**

**Present:**

Trustees Catherine Alpha, Chair, Education Policy Development Committee, Elaine Leonard, Chair, Operations Policy and Planning Committee, Tom Ferris, Bev Horsman, Edith Loring-Kuhanga, Michael McEvoy, Diane McNally, Deborah Nohr, Peg Orcherton

**Administration:**

John Gaipman, Superintendent of Schools, Debra Laser, Secretary-Treasurer, Sherri Bell, Deputy Superintendent, Pat Duncan, Associate Superintendent, Deb Courville, Associate Superintendent, Katrina Ball, Associate Secretary-Treasurer, Kim Munro, Director, Human Resource Services, Stephen Bennett, District Principal, Educational Staffing, Amanda Stuyt, Senior Health and Safety Advisor, Janine Roy, District Principal, Learning Initiatives, Doreen Hegan, Recording Secretary

The meeting was called to order at 7:08 p.m.

Chair Alpha recognized and acknowledged the Esquimalt and Songhees Nations, on whose traditional territories, we live, we learn, and we do our work.

**1. APPROVAL OF THE AGENDA**

It was moved

That the September 9, 2013 regular agenda be approved.

**Motion Carried**

**2. APPROVAL OF THE MINUTES**

It was moved

That the June 10, 2013 combined Education Policy Development and Operations, Policy and Planning Committee Meeting regular minutes be approved.

**Motion Tabled**

Trustee Nohr asked that the following line be removed from page 4 under **5. D. 3. Trustee McNally - Trustee Representation to the District Health and Safety Committee**: "It was stated that the role of the Board is to make policy decisions and not to be involved in day-to-day operational matters."

Discussion ensued amongst the Trustees.

Trustee Leonard suggested that the approval of the minutes be tabled to the October 15, 2013 Operations, Policy and Planning Committee meeting so that the notes can be reviewed.

3. **BUSINESS ARISING FROM MINUTES** - None
4. **EDUCATION POLICY DEVELOPMENT COMMITTEE – Trustee Alpha, Chair**

**A. SUICIDE PREVENTION**

Deputy Superintendent Bell reminded the Committee that the suicide motion was presented in June and was tabled to September to allow time for research. Ms. Bell stated that the District takes the issue of suicide prevention seriously and reported that there is some method of suicide prevention being used in each middle and secondary school. Methods of prevention vary from the Whole School Suicide Prevention Model to the use of school counselors and psychologists.

Nella Nelson, Coordinator, Aboriginal Nations Education shared with the District that she is aware of 4 completed suicides in her 34 years with the District. Ms. Nelson spoke to the Committee about the importance of educating our children about grief as a rite of passage and instilling in them a sense of hope.

**B. PRESENTATIONS**

1. Justine Thomson, NEED2 Suicide Education Awareness Manager, attended to speak in favour of the Whole School Suicide Prevention Model. Ms. Thomson spoke of the benefits of the Suicide Awareness for Youth (SAY) program, including removing the stigma that surrounds suicide by encouraging meaningful conversation and creating a safe environment for youth to disclose suicidal thoughts and access needed support.
2. William Norris (Tsartlip) and Bonnie Joe (Tsawout) attended to speak about Gathering Strength, a community-driven initiative focused on achieving health and healing in First Nations communities. Mr. Norris and Ms. Joe spoke about their experience working with partners to create a successful alternative education program for First Nations youth dealing with grief and loss with the goal of reintegrating them back into the school system.
3. Rob Paynter, member of the public, attended to speak in favour of the Whole School Suicide Prevention Model. Mr. Paynter spoke about schools being the ideal venue for youth suicide prevention education and recommended that the Board take a whole school approach to youth mental well-being.

Trustees asked questions and thanked the presenters.

### C. Trustee Loring-Kuhanga - Suicide Prevention

Trustee Loring-Kuhanga presented her motion and provided her rationale.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) adopt the “Whole School Suicide Prevention Model” for all middle and secondary schools and provide annual presentations to students and staff in order to increase an awareness, education and prevention of suicide amongst our youth.

Discussion ensued amongst the Trustees with concern expressed regarding a mandate to use a specific model.

Trustee Leonard moved an amendment to the main motion.

It was moved

To amend the main motion to remove *“adopt the “Whole School Suicide Prevention Model” for all”* and add the words *“support the Suicide Program in each”* and remove *“and provide annual presentations to students and staff”* after “schools”.

**Motion Defeated**

For: Trustees Leonard, Horsman, McEvoy and Ferris

Against: Trustees Orcherton, Nohr, Alpha, Loring-Kuhanga and McNally

Further discussion ensued amongst the Trustees.

Trustee Orcherton moved an amendment to the main motion.

It was moved

To amend the main motion to add the words “encourage middle and secondary schools to review and consider adopting the” before the word “Whole” and removing “for all middle and secondary schools” after the word “Model”.

**Motion Carried Unanimously**

Chair Leonard called for a vote on the amended main motion.

It was moved

That the Board of Education of School District 61 (Greater Victoria) encourage middle and secondary schools to review and consider adopting the “Whole School Suicide Prevention Model” as well as providing annual presentations to students and staff in order to increase an awareness, education and prevention of suicide amongst our youth.

**Motion Carried Unanimously**

**5. OPERATIONS, POLICY AND PLANNING COMMITTEE – Trustee Leonard, Chair**

**A. SUPERINTENDENT’S REPORT**

**1. Sub-Committee on Public Engagement**

Deputy Superintendent Bell distributed the *Report to the Board of Education* submitted by the Sub Committee on Public Engagement and provided an overview of the work completed by the Sub-Committee. Ms. Bell asked that the report be reviewed by the Board for discussion at the next Operations, Policy and Planning Committee meeting scheduled on October 14<sup>th</sup>, 2013.

**2. Policy and Regulation 4300 - District Health and Safety Committee, 4300.1 - Health and Safety, and 4300.2 - Site-Based Joint Occupational Health and Safety Committees**

Kim Munro, Director of Human Resource Services, reviewed the revised Policy 4300 - District Health and Safety, 4300.1 - Health and Safety, and added a new Policy 4300.2 - Site-Based Joint Occupational Health and Safety Committees.

Discussion ensued amongst the Trustees.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Policy 4300 - District Health and Safety Committee.

**Motion Carried**

For: Trustees Orcherton, Horsman, McEvoy, McNally, Ferris and Leonard

Against: Trustees Nohr, Alpha and Loring-Kuhanga

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) approve the revised Policy 4300.1 - Health and Safety.

**Motion Carried**

For: Trustees Orcherton, Nohr, Alpha, Horsman, McEvoy, McNally, Ferris and Leonard

Abstained: Trustee Loring-Kuhanga

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) approve the new Policy 4300.2 - Site-Based Joint Occupational Health and Safety Committees.

**Motion Carried**

For: Trustees Orcherton, Nohr, Alpha, Horsman, McEvoy, McNally, Ferris and Leonard

Against: Trustee Loring-Kuhanga

Regulation 4300 - District Health and Safety Committee, Regulation 4300.1 - Health and Safety and Regulation 4300.2 - Site-Based Joint Occupational Health and Safety Committees were provided for information.

## **B. FINANCE AND LEGAL AFFAIRS**

### **1. Cooperative Gains Savings Plan**

Trustee Orcherton stated that the Board is in support of CUPE Support Staff and is looking for Government to resolve the situation. Government's current mandate is placing extreme pressure on next year's budget. As per the usual process, the Board will fully engage in public consultation in preparation of the 2014-2015 budget.

### **2. 2013-2014 Annual Facilities Grant Capital Amendment Bylaw No. 126650-02**

Secretary-Treasurer Laser explained that the total Annual Facility Grant has not changed but that the Ministry has amended the split between the capital and the grant portion of the funding. The increase in the capital portion requires a capital amendment bylaw.

The Committee supported that the following motions be brought forward to the September 16, 2013 Board of Education meeting:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Amendment Bylaw No. 126650-02, being a bylaw for the maximum expenditure of \$2,931,347 for the capital portion of the Annual Facility Grant allocation.

Motion to be Carried Unanimously

That Capital Amendment Bylaw No. 126650-02, being a bylaw for the maximum expenditure of \$2,931,347 for the capital portion of the Annual Facility Grant allocation be:

Read a first time the 16th day of September, 2013;  
Read a second time the 16th day of September, 2013;  
Read a third time, passed and adopted the 16th day of September, 2013;

And that the Secretary-Treasurer and the Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

### **3. Cloverdale Capital Project Bylaw No. 114493**

Secretary-Treasurer Laser explained that the Capital Project Bylaws for Cloverdale Elementary, Tillicum Elementary and George Jay Elementary Schools need to be approved to receive the reimbursement of funds spent on Seismic Project Identification Reports.

The Committee supported that the following motions be brought forward to the September 16, 2013 Board of Education meeting:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 114493, being a bylaw for the Cloverdale Elementary School Seismic Project Identification Report cost in the amount of \$14,070.  
Motion to be carried unanimously

That Capital Project Bylaw No. 114493, being a bylaw for the Cloverdale Elementary School Seismic Project Identification Report cost in the amount of \$14,070 be:

Read a first time the 16th day of September, 2013;  
Read a second time the 16th day of September, 2013;  
Read a third time, passed and adopted the 16th day of September, 2013;

And that the Secretary-Treasurer and Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

#### **4. Tillicum Capital Project Bylaw No. 116652**

The Committee supported that the following motions be brought forward to the September 16, 2013 Board of Education meeting:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 116652, being a bylaw for the Tillicum Elementary School Seismic Project Identification Report cost in the amount of \$11,865.  
Motion to be carried unanimously

That Capital Project Bylaw No. 116652, being a bylaw for the Tillicum Elementary School Seismic Project Identification Report cost in the amount of \$11,865 be:

Read a first time the 16th day of September, 2013;  
Read a second time the 16th day of September, 2013;  
Read a third time, passed and adopted the 16th day of September, 2013;

And that the Secretary-Treasurer and Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

#### **5. George Jay Capital Project Bylaw No. 115114**

The Committee supported that the following motions be brought forward to the September 16, 2013 Board of Education meeting:

That the Board of Education of School District No. 61 (Greater Victoria) agrees to give all three readings of Capital Project Bylaw No. 115114, being a bylaw for the George Jay Elementary School Seismic Project Identification Report cost in the amount of \$34,270.

Motion to be carried unanimously

That Capital Project Bylaw No. 115114, being a bylaw for the George Jay Elementary School Seismic Project Identification Report cost in the amount of \$34,270 be:

Read a first time the 16th day of September, 2013;  
Read a second time the 16th day of September, 2013;  
Read a third time, passed and adopted the 16th day of September, 2013;

And that the Secretary-Treasurer and Board Chair be authorized to execute and seal this bylaw on behalf of the Board.

## 6. 2013-2014 Capital Plan

Seamus Howley, Director of Facilities Services, provided an overview of the Ministry of Education's capital plan instructions and reviewed the list of projects that have been included in the 2013/2014 Capital Plan. Trustees asked questions and provided comments.

It was moved

That the Board of Education of School District No. 61 (Greater Victoria) approve for submission to the Ministry of Education the 2013/2014 Five Year Capital Plan.

**Motion Carried Unanimously**

## 7. Summer Projects

Seamus Howley, Director of Facilities Services, presented a slide show of the construction work and preparation that was done over the summer for the September 2013 school start up. Highlights included the beginning of construction of the new Oak Bay High School; energy projects at Lake Hill Elementary and Tillicum Elementary Schools; and seismic upgrades to Quadra Elementary (students are currently housed at Richmond School), Victoria West Elementary and Lansdowne Middle School.

Trustees thanked Mr. Howley for his presentation and commended the Facilities staff for their excellent work over the summer and throughout the school year.

C. **PUBLIC DISCLOSURE OF IN-CAMERA ITEMS** - None

D. **NEW BUSINESS/NOTICE OF MOTIONS** - None

E. **GENERAL ANNOUNCEMENTS** - None

F. **ADJOURNMENT**

It was moved

That the meeting adjourn.

**Motion Carried**

The meeting adjourned at 10:30 p.m.



# MEMO

## FROM THE LEARNING INITIATIVES OFFICE

Greater Victoria School District #61  
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Phone: 250-475-4230 Fax: 250-475-4180

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**TO: Education Policy Development Committee**

**FROM: Janine Roy, District Principal of Learning Initiatives**

**DATE: October 7, 2013**

**RE: Program of Choice Application: Coastal Kindergarten Program Proposal**

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### **Recommended Motion:**

That the Board of Education of School District No. 61 (Greater Victoria) approve the Program of Choice Application: Coastal Kindergarten Program Proposal for a two year pilot located at James Bay Community School and South Park Family School beginning September, 2014.

## **Program of Choice Application: Coastal Kindergarten Program Proposal**

### **A. Rationale**

The Greater Victoria School District Coastal Kindergarten Programs will be full-day programs of choice which will integrate the provincial full-day Kindergarten program into an outdoor environment located in the Lkwungen territory beside the Salish Sea. Learning activities will take place outdoors and in the classroom on a regular basis. Regardless of the locale, all students will participate in carefully planned activities that will support their intellectual, emotional, social, artistic, aesthetic and physical development, just as in our regular Kindergarten programs. Children will be involved in thoughtfully planned and presented learning experiences which will promote: discovery, play, exploration, and Aboriginal ways of learning and knowing. Environmental stewardship in a natural environment such as local parks, beaches, walking trails and in the local community will also be a foundational component of this program.

### **B. Goals and Objectives**

Children in the Coastal Kindergarten program will:

- Engage in rich educational experiences that meet the BC Kindergarten curricular outcomes in natural settings
- Discover local neighbourhoods, parks, trails, forested areas and explore aquatic environments
- Explore Aboriginal ways of learning and knowing
- Learn through purposeful exploration and play both outdoors and indoors within the traditional Songhees and Esquimalt Nations and beside the Salish Sea
- Participate in safe, supportive daily physical activity and healthy living
- Foster inquiry skills through carefully-crafted experiences that facilitate conceptual, cognitive, and language growth in English and in other languages including Lkwungen vocabulary
- Experience well-planned opportunities that nurture social-emotional learning, self-regulation and positive relationships with teachers and peers
- Learn the importance of environmental stewardship as this outdoor classroom becomes the community for which they are responsible for.

### **C. Implementation Timeline**

If approved by the Board of Education, registration will begin in January, 2014 for the initial two sites of the Coastal Kindergarten Programs. The program will start in September, 2014. The sites will be located at James Bay Community School and South Park Family School.

#### **D. Educational Value of the Program for the District**

There is an emerging body of evidence regarding the developmental significance of contact with nature and its positive impact on children's physical and mental well-being. (Hewes, 2007) According to Parsons, "many researchers and child play advocates found that the changing relationship between children and our outdoor world is having lasting effects on play and the creation of environmental identity, other researchers are finding that outdoor play offers countless health benefits." (Parsons, 2011) Nature-based Kindergartens and preschool programs have been in place in Europe for many years and a Nature Kindergarten was created in a neighbouring community in the past year. It is important to provide choice to families entering our school district to meet their varied needs and interests. This program is distinct from existing educational programs because it will integrate the provincial full-day Kindergarten program into an outdoor environment for a significant period of each school day. This program also fills a particular educational need not currently offered in the District, as a nature-based Kindergarten program has evolved based on parental requests. This program is intended for Kindergarten-aged students who would benefit from an educational program that takes place outdoors for a significant portion of each day. The Coastal Kindergarten will adhere to provincial and/or local class size regulations.

#### **E. Description of the qualifications and nature of teaching support staff required**

The Coastal Kindergarten teacher must have:

- educational preparation or experience teaching Kindergarten;
- knowledge of the Kindergarten curriculum, Primary Program and the Early Learning Framework;
- certification, training, and/or experience in outdoor education programs with younger children;
- Emergency Level First Aid and/or Emergency Child Care First Aid and CPR – Community Care certification.

An Educational Assistant General (EAG) with Early Childhood Educator training (ECE) will be assigned to the class to provide additional adult support for learning opportunities when they are outdoors. This EAG/ECE will be:

- trained in early childhood education;
- have training and/or experience in outdoor education with younger children;
- have current First Aid and C.P.R. courses.

#### **F. Facilities required**

If approved, the program operating in 2014 will take place within the traditional Lkwungen territory beside the Salish Sea and in a regular classroom. The initial program will operate in existing facility space at James Bay Community School and South Park Family School. Outdoor learning activities will be located along Dallas Road Walkway from the Ogden Point Breakwater to Mile 0, Holland Point Park, Beacon Hill Park, Clover Point Park and Fisherman's Wharf.

District staff will work with City of Victoria Parks Department staff to identify ideal locations for activities based on seasons and tides. Any additional costs for establishing or maintaining the program will be the responsibility of the school.

This program will be available to all students in the Greater Victoria School District, within school space. Therefore, both in-catchment and out-of-catchment students can apply to register. There will be spaces reserved for in-catchment students at James Bay Community School. It will provide an alternative opportunity for families seeking a unique placement for their Kindergarten child. As spaces are limited within the two Coastal Kindergarten programs, it is not anticipated that these two programs will have a detrimental impact on registration in neighbouring schools.

### **G. Evidence of PAC and Community Support**

The original request for a program of this nature was from parents. James Bay Community School and South Park Family School PAC's are supportive of offering this program of choice at their school. District personnel met with school staffs to answer questions and share research. As nature-based Kindergarten programs have emerged provincially and in neighbouring districts, there is a recognized educational need for this program of choice for families.

The Songhees Nation and Esquimalt Nation support the Coastal Kindergarten Program by working with the Greater Victoria School District to ensure that the Aboriginal ways of learning and knowing within the program are authentic for the Lkwungen territory.

The City of Victoria is working with Greater Victoria School District to support the Coastal Kindergarten Programs. The City of Victoria Parks Department staff were involved in the initial planning, and will be involved in aspects of program implementation.

*Success by 6* is a supportive community partner in the Coastal Kindergarten program.

### **H. Student Registration Guidelines**

Due to the unique nature of this program, the registration process is distinct from other Kindergarten registration timelines.

Two weeks prior to the Greater Victoria School District's regular Kindergarten Registration week:

- Parents/guardians/caregivers interested in registering in the Coastal Kindergarten Program will be required to attend an information session. If a parent/guardian/caregiver is unable to attend, they may appoint a proxy to attend in their place.
- Parents/guardians/caregivers/proxy attending this event will be provided with the Coastal Kindergarten Application form and flyer that will supplement the GVSD Registration Form. Parents/guardians/caregivers/proxy must have this form in order to register for Coastal Kindergarten.
- Parents/guardians/caregivers will be asked to complete the Coastal Kindergarten Application form in advance and bring it to registration the following week either in person or by proxy.

One week before Kindergarten Registration Week:

- Parents/guardians/caregivers/proxy must register at the Coastal Kindergarten Program school that they wish their child to attend (either James Bay Community School or South Park Family School) and submit documentation received during the previous week's information session.
- Registration will be done on a first come-first serve basis, with two spots being held at each location for children of Aboriginal descent. Ten seats will be held at James Bay Community School for catchment-area children.
- Parents will be informed prior to regular Kindergarten registration regarding their Coastal Kindergarten registration acceptance.

Following Kindergarten Registration Week:

- Students who registered for the Coastal Kindergarten Program but did not get in will be placed on a waitlist. Parents/guardians/caregivers will be contacted by the school if a space becomes available. This waitlist will be open from January up until the second week of September. Please note: students will not be admitted into Coastal Kindergarten after the second week of September.

#### **I. Evidence of Similar Programs' Success**

Sooke School District (#62) opened a Nature Kindergarten Pilot Project at Sangster Elementary in September 2012. It will continue into its second year in 2013-2014. Nature-based or forest Kindergartens have been operating in Europe for many years.

#### **J. Sources for Additional Funding**

This program will be funded at the same levels with respect to resources and staff as those established for other elementary Kindergarten programs. An Educational Assistant General (EAG) who is trained as an Early Childhood Educator (ECE) will be assigned to the program to provide additional adult support for learning opportunities in an outdoor setting. Funds for the EAG/ECE will come through targeted and community grants.

#### **K. Collective Agreements**

The program will conform with collective agreements.

#### **L. Operational Needs of School District**

This program will not affect the operational needs of the School District. It will be housed in facilities where space permits and which are suitable to the Program. It will be maintained without transportation assistance from the Board. It will be subject to normal planning and staffing schedules established by the District. It will be subject to evaluation on an ongoing basis by the Board.

#### **M. Safety and Other Outdoor Issues**

District staff have worked closely with City of Victoria staff to plan safe routes and access points for students. Risk management assessments have been conducted and will continue

throughout the program's planning and implementation to ensure that classes are using the safest routes and learning areas throughout the neighbourhood. Communication plans have been established between the District and City of Victoria staff.

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