



# Student Placements Policy

## Policy Statement

Pre-School recognises that qualifications and training make an important contribution to the quality of the care and education provided by early years settings. As part of our commitment to quality, we offer placements to students undertaking early years qualifications and training, including those studying for the CACHE Level 2 Certificate in Pre-School Practice and CACHE Level 3 Diploma in Pre-School Practice. We also offer placements for school pupils on work experience.

We aim to provide for students on placement with us experiences that contribute to the successful completion of their studies and that provide examples of quality practice in early years care and education.

## EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.2 Parents as partners	3.4 The wider context	

## Procedures

- We require students above school age to meet the 'suitable person' requirements of Ofsted and we carry out the relevant safety checks.
- We require schools placing students under the age of 17 years with Pre-School to vouch for their good character.
- We supervise students under the age of 17 years at all times and do not allow them to have unsupervised access to children.
- Students who are placed in Pre-School on a short term basis are not counted in our staffing ratios.
- Trainee staff employed by Pre-School may be included in the ratios if they are deemed competent.

- We take out employers' liability insurance and public liability insurance, which covers both trainees and voluntary helpers.
- We require students to keep to our Confidentiality Policy.
- We co-operate with students' tutors in order to help students to fulfil the requirements of their course of study.
- We provide students, at the first session of their placement, with a short induction on how Pre-School is managed, how our sessions are organised and our policies and procedures.
- We communicate a positive message to students about the value of qualifications and training.
- We make the needs of the children paramount by not admitting students in numbers that hinder the essential work of Pre-School.
- We ensure that trainees and students placed with us are engaged in bona fide early years training, which provides the necessary background understanding of children's development and activities.

**Adoption of policy**

This policy was adopted at a meeting of \_\_\_\_\_ name of setting

Held on \_\_\_\_\_ (date)

Date to be reviewed \_\_\_\_\_ (date)

Signed on behalf of the Committee \_\_\_\_\_

Name of signatory \_\_\_\_\_

Role of signatory (e.g. Chair) \_\_\_\_\_

*[Policy 2.3]*