

### **Safeguarding and Welfare Requirement: Suitable People**

Providers must ensure that adults looking after children are suitable to fulfil the requirements of their roles.

## **2.2 Student placements**

### **Policy statement**

We recognise that qualifications and training make an important contribution to the quality of the care and education we provide. As part of our commitment to quality, we offer placements to students undertaking early years qualifications and training. 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.

### **Procedures**

- We require students on qualification courses to meet the Suitable Person requirements of the Early Years Foundation Stage and have a satisfactory enhanced DBS check with barred list check(s).
- We require students in our setting to have a sufficient understanding and use of English to contribute to the well-being of children in our care.
- We require schools, colleges or universities placing students under the age of 17 years with us to vouch for their good character.
- We supervise all students at all times and do not allow them to have unsupervised access to children.
- Students undertaking qualification courses who are placed in our setting on a short-term basis are not counted in our staffing ratios.
- Students and apprentices, over the age of 17, who are undertaking a level 3 qualification may be considered to be counted in the ratios if our manager deems them to be suitably qualified and experienced. This is decided through management observations, reflections of practise and whether it is appropriate as part of their development within the setting.
- We take out employers' liability insurance and public liability insurance, which covers both students and voluntary helpers.
- We require students to keep to our Confidentiality and Client Access to Records 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 our setting is managed, how our sessions are organised and our policies and procedures. Students are provided with an induction meeting after their first full week (or 5 working days) and have regular supervisions like the staff.
- 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 the setting.
- 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.
- Students are valued as part of the team and we see the value of learning from students and giving them the opportunity to bring fresh ideas and new initiatives to the setting and vice versa.
- Students are expected to adhere to the same code of conduct as the staff.

This policy was adopted by

St Mary's Preschool

On

12 November 2019

Date to be reviewed

November 2020

Signed on behalf of the provider



Name of signatory

E Griggs

Role of signatory (e.g. chair, director or owner)

Chair