

## **BEETLEY & DISTRICT PRESCHOOL**

Registered as a Charity Number 1181636

### **STUDENT PLACEMENT POLICY**

#### **Statement of intent**

This Preschool recognises that qualifications and training make an important contribution to the quality of the care and education provided by Preschool settings. As part of our commitment to quality, we offer placements to students undertaking early years' qualifications and training.

#### **Aim**

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

#### **Methods**

- We require students to meet the 'suitable person' requirements of Ofsted.
- We require schools placing students under the age of 17 years with the Preschool 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 on placements of more than 2 weeks (average term for work experience from school) will be required to complete a DBS check.
- Students who are placed in our Preschool on a short-term basis are not counted in our staffing ratios. Students who are placed for longer periods - for example, a year - may be counted in our staffing ratios provided we consider them to be 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 our Preschool 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 which hinder the essential work of the pre-school.
- We ensure that 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 will be given an introduction booklet with information about the Preschool, value of play, and what they can expect from us and what we expect from them.

Signed:

Chairperson:

Supervisor:

Date:

Date for next Review: