



Policy Document:

Student Placements.

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(See also Employment & Recruitment Policy)

Policy statement

The Meadows recognises that qualifications and training make an important contribution to the quality of the care and education provided by our setting. As part of our commitment to quality, we offer placements to students undertaking early years qualifications and/or other training. We also offer placements for secondary school pupils on work experience.

We aim to provide 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 and education.

Procedures

- We require students on qualification courses to meet the 'suitable person' requirements of Ofsted and have DBS checks.
- We require schools placing students under 17 years with the setting to vouch for their good character.
- We supervise students under 17 at all times and do not allow them to have unsupervised access to children at any time.
- Students undertaking qualification courses who are placed in our setting on a short term basis, are not counted in our staffing ratios.
- 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 cooperate with student's tutors in order to help students fulfil the requirements of their courses.
- We provide students with a short interview and induction on how our setting is managed, how our sessions are organised and our policies and procedures.
- We aim to 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 would be likely to hinder the essential work of the setting.
- We reserve the right to revoke a student's placement if either our code of conduct or policy on confidentiality are not adhered to.

ADOPTION AND ANNUAL REVIEW OF THE POLICY

This policy was adopted on:..... - 1 March 2014
Signed:..... SK

This policy was reviewed/amended in:..... - June 2015
Signed:..... SK & JRS

This policy was reviewed/amended in:..... - July 2017
Signed:..... SK

This policy was reviewed/amended in:..... - September 2017
Signed:.....JRS

This policy was reviewed/amended in:..... - September 2019
Signed:..... SK

This policy was reviewed/amended in:..... - October 2021
Signed:..... SK

This policy was reviewed/amended in:..... - August 2023
Signed:.....JRS

This policy was reviewed/amended in:..... -
Signed:.....

This policy was reviewed/amended in:..... -
Signed:.....

This policy was reviewed/amended in:..... -
Signed:.....

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Signed:.....

This policy was reviewed/amended in:..... -
Signed:.....



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Staff confirmation sheet – Staff members need to sign once the policy has been read.

Date:	Print Name:	Signature: