

## 2.2 Student placements

### Policy statement

**This policy is suspended until further notice due to Covid 19 28.05.2020**

Begbroke Playgroup recognise that qualifications and training make an important contribution to the quality of the care and education Begbroke Playgroup provide. As part of our commitment to quality, Begbroke Playgroup offer placements to students undertaking early years qualifications and training. Begbroke Playgroup also offer placements for school pupils on work experience.

Begbroke Playgroup 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

- ☞ Begbroke Playgroup 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).
- ☞ Begbroke Playgroup 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.
- ☞ Begbroke Playgroup require schools, colleges or universities placing students under the age of 17 years with us to vouch for their good character.
- ☞ Begbroke Playgroup supervise students under the age of 17 years 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 included in the ratios if our manager deems them to be suitably qualified and experienced.

- ☞ Begbroke Playgroup take out employers' liability insurance and public liability insurance, which covers both students and voluntary helpers.
- ☞ Begbroke Playgroup require students to keep to our Confidentiality and Client Access to Records Policy.
- ☞ Begbroke Playgroup co-operate with students' tutors in order to help students to fulfil the requirements of their course of study.
- ☞ Begbroke Playgroup 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. There is a handbook for work experience students with a summary of our policies.
- ☞ Begbroke Playgroup communicate a positive message to students about the value of qualifications and training.
- ☞ Begbroke Playgroup make the needs of the children paramount by not admitting students in numbers that hinder the essential work of the setting.
- ☞ Begbroke Playgroup 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.

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This policy was adopted by		
On		date
Date to be reviewed		date
Signed on behalf Begbroke Playgroup		Name
Review signature		date
Review signature		date