

# St Matthew's Preschool Policy

## 2.5 Student placements

### Policy statement

Our setting recognises that qualifications and training make an important contribution to the quality of the care and education provided by early years providers. 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 in our setting to have a sufficient understanding and use of English to contribute to the early years education of children in our care. We enthusiastically encourage students with EAL.
- We require schools/colleges placing students under the age of 17 years with the setting to vouch for their good character.
- We supervise placement 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 who are with us on long term placements may be included in child-adult ratio when on outings for example to enable us to keep to a high ratio, (legal requirements as per the Statutory Framework 2017 are always met).
- 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 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.
- 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. However we do recognise that at times having several students on a short visit is of benefit to the children.
- 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.

This policy was adopted at a meeting of

St Matthew's Preschool

Held on

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(date)

Date to be reviewed

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(date)

Signed on behalf of the management committee

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Name of signatory

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Role of signatory

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