



*Safeguarding and Welfare Requirements: Suitable People
Providers must ensure that people looking after children are suitable to fulfil the requirements of their role.*

S3: Student Placements

Policy Statement

The Cabin Pre-school recognises 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 are happy to offer placements to students undertaking early years qualifications and training. We are also happy to consider 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

Students are welcomed into the pre-school on the following conditions:

- The needs of the children are paramount. Students will not be admitted in numbers which hinder the essential work of the pre-school.
- 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.
- Students must be confirmed by their tutor as being engaged in a bona fide childcare course which provides necessary background understanding of children's development and activities.
- We require students on qualification courses meet the 'suitable people' requirements of Ofsted Early Years Foundation Stage and have a satisfactory enhanced DBS check with barred list check(s).
- We require schools placing students under the age 17 years at Cabin Pre-school to vouch for their good character.
- We supervise students under the age of 17 years at all times and will 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 the manager deems them to be suitably qualified and experienced.
- 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.
- Students required to conduct child studies will obtain written permission from the parents of the child to be studied.
- Any information gained by the students about the children, families or other adults in the pre-school must remain confidential.
- At the students first session of placement we will give 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.

This policy was adopted at a meeting of the Pre School Committee	
Date of Meeting	14/02/2017
Signed on behalf of the Management Committee	H Baker
Role of Signatory (e.g Chairperson/owner)	Trustee/Treasurer
Review Date	14/02/2018