

**2.2 Student placements**

**Policy statement**

We recognise that qualifications and training make an important contribution to the quality of thecare and education we provide. As part of our commitment to quality, we offer placements to students undertaking early years qualifications and training.

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

**Procedures**

* We 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).
* 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.
* Werequire schools, colleges or universities placing students under the age of 17 years with us to vouch for their good character.
* Wesupervise 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 (aged 17 and over) and apprentices (aged 16 and over) may be considered to be counted in the ratios if our manager deems them to be suitably qualified and experienced.
* Wetake out employers' liability insurance and public liability insurance, which covers both students and voluntary helpers.
* Werequire students to keep to our Confidentiality and Client Access to Records Policy.
* Weco-operate with students' tutors in order to help students to fulfil the requirements of their course of study.
* Weprovide 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.
* Wecommunicate a positive message to students about the value of qualifications and training.
* Wemake the needs of the children paramount by not admitting students in numbers that hinder the essential work of the setting.
* Weensure 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 | Kea Preschool Ltd | *(name of provider)* |
| On | March 2020 (Previous Manager) | *(date)reviewed TK Nov 2021* |
| ReviewedDate to be Reviewed  | 23rd October 2022 TKOctober 2023 | *(date)* |
| Signed on behalf of the provider | TMKEMP |
| Name of signatory | Tracey Kemp |
| Role of signatory (e.g. chair, director or owner) | Manager |