



## Student placements

St Marks Pre-school recognises that qualifications and training make an important contribution to the quality of the care and education the setting provides. As part of a commitment to quality, the pre-school offers placements to students undertaking early years qualifications and training as well as placements for school pupils on work experience.

The pre-school aims to provide experiences that contribute to the successful completion of a student's studies and that provide examples of quality practice in early years care and education.

The pre-school requires students:

- on qualification courses to meet the Suitable Person requirements of the Early Years Foundation Stage and to have a satisfactory enhanced DBS check with barred list check(s)
- to have a sufficient understanding and use of English to contribute to the well-being of children in the pre-school's care
- to keep to the pre-school Confidentiality Policy.

The pre-school will:

- Require schools, colleges or universities placing students under the age of 17 years with the pre-school to vouch for their good character.
- Supervise students under the age of 17 years at all times and will not allow them to have unsupervised access to children.
- Ensure that students undertaking qualification courses who are placed in the setting on a short-term basis are not counted in staffing ratios.
- Students and apprentices, over the age of 17, who are undertaking a level 3 qualification may be counted in the ratios if the Manager deems them to be suitably qualified and experienced.
- Take out employers' liability insurance and public liability insurance, which covers both students and voluntary helpers.
- Co-operate with students' tutors to help students to fulfil the requirements of their course of study.
- Provide students, during the first session of their placement, with a short induction on how the pre-school is managed, how the sessions are organised and the policies and procedures.
- Communicate a positive message to students about the value of qualifications and training.
- Make the needs of the children paramount by not admitting students in numbers that hinder the essential work of the setting.
- 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.

This policy was adopted at a meeting of the pre-school held on ..... (date)

Signed on behalf of the pre-school .....

Also see: Code of Conduct  
Safeguarding

Confidentiality  
Staff Safety