

Safeguarding and Welfare Requirement: Suitable People

Providers must ensure that adults looking after children are suitable to fulfil the requirements of their roles.

Little Dragons Pre-School and Clubs

2.2 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 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.
- We require schools placing students under the age of 17 years with the setting to vouch for their good character.
- We supervise students under the age of 17 years at all times and do not allow them to have unsupervised access to children or count them on ratio.
- ***Students and apprentices, over the age of 17, who are undertaking a level 3 qualification may be considered to be counted in the ratios after Term 1 if the manager deems them to be suitably qualified and experienced.***
- Trainee staff employed by the setting over the age of 17 may be included in the ratios if viewed competent and responsible by the manager and committee.
- We take out employers' liability insurance and public liability insurance, which covers both trainees 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 complete a Student Induction booklet (which they can keep) with the student which includes
- A copy of our mentoring contract

- A copy of our Student Policy
- A copy of our Confidentiality policy
- Introduction to all staff and volunteers, including management and committee members and a brief introduction to their roles and responsibilities.
- A tour of the building including health and safety and emergency procedures.
- Introduction to safeguarding and child protection procedures.
- Details of the tasks and daily routines
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- 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.
- We 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	Little Dragons Pre-School	(name of provider)
Held on	November 2017	(date)
Date to be reviewed	November 2018	(date)
Signed on behalf of the management committee		
Name of signatory	Rob Lord	
Role of signatory (e.g. chair/owner)	Chairperson	