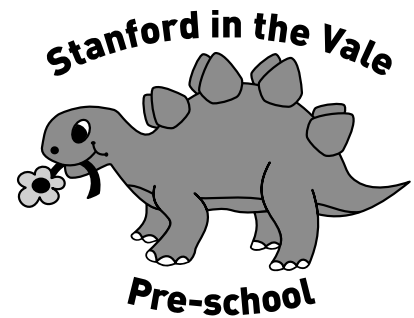


Recreation Ground
Huntersfield
Stanford in the Vale
Faringdon
Oxfordshire SN7 8LR



2.1.7 - STUDENT PLACEMENT AND WORK EXPERIENCE POLICY

Reviewed May 2017

Statement of intent

Stanford Pre-school recognises that qualifications and training make an important contribution to the quality of the care and education provided by pre-school settings. As part of our commitment to quality, we offer placements to students undertaking early years' qualifications and training, including those studying for the CACHE or other approved Level 2 and 3 qualifications. We also support local secondary schools looking to place Year 11 students for work experience.

Aim

Stanford Pre-school aims to provide for students on placement with us, experiences which contribute to the successful completion of their studies and which provide examples of quality practice in early years care and education.

Methods

- We require students on qualification courses to meet the 'suitable person' requirements of Ofsted and have a DBS.
- We require schools and colleges placing students with Stanford Pre-school 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.
- We supervise qualification students at all times and do not allow them to have unsupervised access to children until we consider them competent and responsible.
- Students who are placed in our Pre-school on a short-term basis are not counted in our staffing ratios. Students who are placed for longer periods - for example, a year - may be counted in our staffing ratios provided we consider them to be competent and responsible.
- 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 and sign a confidentiality agreement.
- Students required to conduct child studies will obtain written permission from the parents of the child to be studied.
- We co-operate with students' tutors in order to help students to fulfill the requirements of their course of study.
- We provide students, at the first session of their placement, with a short induction on how Stanford Pre-school is managed, how our sessions are organised and our policies and procedures as appropriate.
- 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 Pre-school.
- 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 Stanford in the Vale Pre-school Committee

Held on 8th May 2017 (date)

Date to be reviewed May 2019 (date)

Signed on behalf of the management committee

Name of signatory Karin Williams-Cuss

Role of signatory (e.g. chair/owner)