



Humpty Dumpty Pre-School

The Scout Hut

Eastfield Lane

Ringwood

Hampshire

BH24 1UR

Registered Charity Number: 1027798

Ofsted Number: 109840

Member of the Pre-School Learning Alliance



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 settings. 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 provide examples of quality practice in early years care and education.

Procedures

- We require students on qualification courses to meet the 'suitable people' requirements of Ofsted and have Disclosure & Barring Service checks carried out.
- 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.
- Students undertaking qualification courses who are placed in our setting on a short term basis are not counted in our staffing ratios.
- Trainee staff employed by the setting and students over the age of 17 may be included in the ratios if they are deemed 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 and Client Access to Records Policy.
- We co-operate with students' tutors in order to help students fulfil the requirements of their course of study.
- We provide students, at the first session of their placement, 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.

This policy was adopted at a meeting of:	Humpty Dumpty Pre-School
Held on:	23/11/16
Date to be reviewed:	23/11/17
Signed on behalf of the provider	
Name of signatory:	Richard Watson
Role of signatory:	Management Committee Chair