

Mitchell Walk Playgroup

Student Placement Policy

Statement of intent

Mitchell Walk Playgroup knows that qualifications and constant training are a very important part of the care and education process of all the children in setting. We offer placements to students undertaking early years qualifications and training. This would include those studying for CACHE level 2 certificate in Pre-School Practice and CACHE level 3 Diploma in Pre-School Practice.

Aim

We aim to provide the students in our setting on placement several opportunities, this will include help with their course work and experiences which will help them to complete their studies. We will provide them with a insight of what it is like to work in a outstanding setting. They will have the opportunity to discover and sample the high quality teaching in educating children in early years care.

Methods

- All student that pass through us will have to meet the suitable person requirements of Ofsted.
- We would require the schools placing students under the age of 17 to vouch for there students by supplying us with written and verbal character references. This must show us that they have good character and are extremely trust worthy.
- We do not count any students placed with us towards our staff ratios.
- We hold an employers liability insurance and public liability insurance which covers both trainees and voluntary helpers.
- We go through the student induction process, this includes them reading and agreeing to all the policies and procedures. The most important of them being that of confidentiality.
- We work alongside the tutors of the students. This will help us to better understand the requirements of the course they are studying.
- We are always sending our staff on training courses and workshops. This shows the students that all training is of value. Students will see that even the supervisor goes on training courses to better her knowledge and to keep her up to date of any changes.
- We would never have more than one student placement at any one time.
- We would go through a checking process to make sure all students placed with us are trying to obtain a genuine early years qualification. Once this is done we would

know that they would have the a basic knowledge and understanding of childrens development and activities.

- We will supervise any student in our setting at all times. They will not be allowed to have any unsupervised access to the children.
- A student will not be allowed to change nappies, or aid with toilet training unless accompanied by a member of staff.

This Student Placement Policy was adopted at a meeting of Mitchell Walk Playgroup held on

Date:

Signed on behalf of the Mitchell Walk Playgroup Management Committee:

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Name:

Role:

To be reviewed on (date):

This policy was reviewed / updated on

Date:

Signed on behalf of the Mitchell Walk Playgroup Management Committee:

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Name:

Role:

To be reviewed on (date):