

Student Placements Revised September 2019

We recognise that training is an important part of providing quality care and education in the Early Years sector. We therefore offer placements to students undertaking early years qualifications. We also offer placements for school pupils on work experience.

Vetting and ratios:

Students on qualification courses (e.g. NVQ3, Foundation Degree) must have an enhanced DBS carried out for Twyford Playgroup, or have their DBS update status checked and logged (on their induction and on the setting DBS log) by the Manager and/or Committee Chair. They may be included in ratios, but only after an induction, probation period and in the context of an extended attendance at the setting, of a whole term or more. Students on placement from schools and under the age of 17 must be supervised at all times and the school must vouch, in writing, for their good character. They are not included in ratios.

Reciprocal Contributions:

Students in our setting must have a sufficient understanding and use of English to contribute to the well-being of children in our care. Students will not be admitted in numbers that hinder the essential work of the setting and we check they are engaged in bones fide early years training which provides the necessary background understanding of children's development and learning. Students must sign and adhere to our confidentiality policy.

We take out employers' liability insurance and public liability insurance which covers both trainees and volunteer helpers. We co-operate with students' tutors in order to help students fulfil the requirements of their course of study. We provide students with an induction including safeguarding, health and safety, organisation of setting and session and receipt of all policies.

Date:	Name:	Signed:	Review:
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