

# Coniston Early Years Centre Policy Document

## **Safeguarding and Welfare Requirement: Suitable People**

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

Coniston Early  
Years Centre



High Quality Care for All Children  
A Firm Foundation for Education

## 2.2 Student Placement

### **Policy Statement.**

Coniston Early Years Centre recognises that qualifications and training make an important contribution to the quality of the care and education provided by early year's settings. As part of our commitment to quality, we offer placements to students undertaking early year's 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 recognised qualification courses to meet the 'suitable people' requirements of OFSTED and to have DBS checks carried out where applicable as long as they are aged sixteen or above.
- We require students in our setting to have 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 as DBS checks are not applicable to this age group.
- 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 staff 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 hold employers liability insurance and public liability insurance, which covers both trainees and voluntary helpers.
- We require students to abide by our Confidentiality and Data Protection policy as well as all other key policies.
- We co-operate with students tutors in order to help students to fulfil the requirements of their course of study.
- We provide students, at their first session of placement, with 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.
- 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.
- We reserve the right to ask any student on placement to leave the premises if their behaviour/conduct or actions are deemed to be in opposition to our pre school ethos or the professional standards we expect of anyone working or volunteering in our pre school.
- If a student is asked to leave for any reason we will immediately inform their school or college as applicable stating our reasons for doing so.

## Reviewed by

Manager .....Sarah Trussell..... Date .....19.2.26.....

Staff .....Staff Meeting..... Date .....3.9.24.....

Trustees .....Trustee Meeting..... Date .....1.10.24.....