



2.2 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 students with experiences that contribute to the successful completion of their studies and that provide examples of quality practice in early years care and education. We communicate a positive message to students about the value of qualifications and training.

Procedures

- We require students on qualification courses to meet the 'suitable people' requirements of Ofsted and have DBS checks carried out. This is in accordance with the statutory framework for the early years foundation stage (2023), DfE
<https://www.gov.uk/government/publications/early-years-foundation-stage-framework>
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- We require all students to disclose any conviction, cautions, court orders, reprimands and warnings that may affect their suitability to work with children (whether received before or during their placement).
- We require students in our setting to have a sufficient understanding and use of the English language to contribute to the well-being of children in our care.
- We require schools, placing students aged 16 and over within the setting, to vouch for their student's good character.
- A DBS-verified member of staff provides supervision to students aged 16 and over at all times and we do not allow them to have unsupervised access to children.
- Students placed in our setting on a short-term basis are not counted in our staffing ratios.
- Trainee staff employed by the setting, are only used as qualified members of staff once they have passed their Level 2 qualification.

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- Our employers' liability insurance and public liability insurance covers both trainees and voluntary helpers.
- We require students to keep to our 'Confidentiality and Client Access to Records (GDPR)' Policy.
- We co-operate with students' tutors in order to help students to fulfil the requirements of their course of study.
- We provide students, at the first session of their placement, with a short induction on how our setting is managed, how our sessions are organised and our policies and procedures. All students are managed and mentored by the Nursery Manager.
- 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.
- Placements with Meadow Nursery are unpaid.

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This policy was adopted at a meeting of the Meadow Nursery School Parents' Association Committee	
Held on	31 st March 2014
Policy reviewed	September 2025
Date to be reviewed	September 2027
Signed by Chair	
Name	Samantha Foster-Kennedy
Signed by Nursery Manager	
Name	Debbie Hill

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