

## **Student Policy.**

3.56 Providers must not include anyone aged under 17 in ratios, except apprentices who may be included in ratios from the age of 16. Providers must not allow anyone aged under 17 to care for children unsupervised at any time. Providers may count students and long-term volunteers (aged 17 or over) and apprentices (aged 16 or over) in ratios at the level below their level of study but only if the provider is satisfied they are suitable (as in paragraphs 3.13 to 3.16) competent and responsible, and they hold a valid and current paediatric first aid qualification.

*EYFS Statutory Guidance pg.35*

### **Our policy for Students is:**

#### **We believe:**

That through accepting students we are training the future workforce, allowing them to have access to high quality provision and well trained staff.

We offer students from a variety of agencies, the opportunity to spend a number of weeks working with the children, in order to gain practical experience of child care.

As part of our role as Early Years Practitioners we would liaise with the training provider to ensure the students suitability to work with young children. The students are fully inducted into the nursery, shown policies and procedures and are supervised at all times by qualified staff members.

### **Our procedure for students is:**

#### **We support this by:**

- Any student over the age of 16 will be required to have a DBS check
- Students will not be included in the settings ratios.
- Students will be required to always wear their college ID badge.
- To ensure that students are made welcome and have a worthwhile experience at the setting. We need to ensure that the student is clear about their placement in the setting beforehand and given a full induction.
- All students will be assigned a mentor.
- Students will be interviewed to assess their suitability for the placement.
- The student will have a full induction into the setting and will receive an induction pack.
- The student may wish to observe or study the children in order to complete their school/college work. We will always request permission from individual families before allowing such course work to be completed.
- Students will be based in nursery over a consistent period of time. This will ensure they have a quality experience and work with individual children whilst being mentored by a professional member of staff.
- Students will not be given tasks such as changing children's clothes / nappies – this remains the key person's responsibility, unless a request is made by the learning establishment, this will be discussed with parents prior to the task.
- Students will not be left unsupervised at any time.
- The student will be given time to read and digest the policies and procedures before they start working with children.

- Particular emphasis will be given to the confidentiality policy.
- The student maybe asked to attend team meetings.
- Parents/carers are informed through our prospectus and parents booklet that we will have students on the premises.
- Staff to remain vigilant, record and express any concerns they may have regarding students to their mangers for them to take the appropriate action required as stated in our safeguarding policies.

**It will be the training provider's duties to:**

- Provide an overview of what they wish the student to learn.
- Inform us of what stage the student is at on their course i.e. what has been tutored so far, what is to come e.g. in order that we can make the student's time as relevant and useful as possible.
- Advise us of any particular strengths or specialist areas of interest.
- Inform us of any areas where they feel the student would benefit from extra support or input.
- Provide the tutor's feedback sheet at the beginning of the placement, not the end, in order that we are clear about the expectations and what needs to be reported and observed.
- Inform us of any concerns they may have regarding the student to allow us to take the appropriate action required as stated in our safeguarding policies.