

# Bambino Ltd

## Student Placement Policy

Version	Date	Author	Comments
1.0	07/2008	Bambino Ltd	Initial release and adoption of policy
1.1	28/09/2011	Scott Roberts	Introduction of version control

# Student Placement Policy

## Statement of intent

This nursery recognises that qualifications and training make an important contribution to the quality of the care and education provided by pre-school settings. As part of our commitment to quality, we offer placements to students undertaking early years' qualifications and training, including students on work experience from school.

## Aim

We aim to provide for students on placement with us, experiences which contribute to the successful completion of their studies and which provide examples of quality practice in early years care and education.

## Methods

- We require students to meet the 'suitable person' requirements of Ofsted.
- We require schools placing students under the age of 17 years with the nursery to vouch for their good character.
- We supervise all students all times and do not allow them to have unsupervised access to children.
- Students who are placed in our nursery on a short term basis are not counted in our staffing ratios. Students who are placed for longer periods - for example, a year - may be counted in our staffing ratios provided we consider them to be competent.
- Students are fully supervised at all times.
- We take out employers' liability insurance and public liability insurance which covers both trainees and voluntary helpers.
- We require students to keep to our confidentiality 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 nursery is managed, how our sessions are organised and our policies and procedures.
- We explain our commitment to safeguarding children to all students.
- Students are allocated a named mentor (usually a Senior Nursery Nurse or manager).

- 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 which hinder the essential work of the nursery. The number of students never exceeds one per room.
- We ensure that students placed with us are engaged in bona fide early years' training which provides the necessary background understanding of children's development and activities.
- A clear line of communication is established between the training organisation and nursery prior to the student taking up the placement.

