

19. Student Placement Policy

Statement of intent

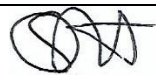
Welford Pre-school recognises that qualifications and training make an important contribution to the quality of the care and education provided by Early Years settings. As part of our commitment to quality, we endeavour to offer placements to students undertaking recognised Early Years qualifications and training and general work experience placements where beneficial to the setting.

Aim

We aim to provide experiences for students on placement with us 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 schools placing students under the age of 17 years with Welford Pre-school to vouch for their good character.
- We supervise students under the age of 17 years at all times and do not allow them to have unsupervised access to children.
- Students who are placed with Welford Pre-school on a short-term basis are not able to be counted in our staffing ratios.
- Trainee staff employed by Welford Pre-school may be included in the ratios if they are deemed competent.
- 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 fulfil the requirements of their course of study.
- As part of the first session of their placement, we provide students with a short induction on how Welford Pre-school 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 Welford Pre-school.
- We ensure that trainees and students placed with us are engaged in bona fide Early Years training or related training, which provides the necessary background understanding of children's development and activities.

Date reviewed	13/10/2025
This policy was adopted at a meeting of Welford Pre-school held on	23/10/2025
Signed on behalf of the Committee	
Role of signatory	Chair