

## Nursery & Pre-School

### STUDENT PLACEMENT POLICY

At Bushey Gan we recognise that qualifications and training make an important contribution to the quality of care and education provided by early years settings.

As part of our commitment to quality, we offer placements to students undertaking early year's qualifications and training, or school work placements.

#### AIMS

We aim to provide students with experiences that contribute to the successful completion of their studies, and will cooperate with tutors/colleges/schools in order to help students fulfil the requirements of their course of study.

In co-operation with education providers, we welcome students to our nursery on the following conditions:

- Students must be confirmed by their tutor/college/school as being engaged in a bona fide childcare/early year's course.
- Students must be CRB checked, in consultation with their tutor/college/school.
- We require schools placing students under the age of 17 years, to vouch for their good character.
- Students placed on a short term basis are not counted in staffing ratios.
- Students will not be left alone/unsupervised at anytime.
- We require students to sign our confidentiality policy and abide by it.
- We provide new students with an induction on how our setting is managed and organised.
- Students who are required to conduct child studies, must first obtain permission from the parents of the child/ren to be studied.
- We ensure the needs of the children are paramount, by not admitting students in numbers that would hinder the essential work of our setting.
- We will offer support and guidance to all students.
- We require all students to respect our dress code.
- We require all students to respect our religion and cultural traditions.
- Any information gained by the students about the children, families or other adults in the nursery must remain confidential.
- Students are asked to arrive promptly, and to let us know if they need to cancel.