



General Welfare Requirement: Suitable People

Providers must ensure that adults looking after children, or having unsupervised access to them, are suitable to do so.

Employment

Student/Volunteer Placements

Policy statement

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

EYFS key themes and commitments

A Unique Child	Positive Relationships	Enabling Environments	Learning and Development
1.3 Keeping safe	2.2 Parents as partners	3.4 The wider context	

Procedures

- We require students from local colleges on qualification courses to meet the 'suitable person' requirements of EYFS (2014) and Ofsted. We will request confirmation of a clear CRB/DBS check for any student aged **16** and over if they are on a long term placement (which is more than 2 weeks).
- We require schools placing students on short term work experience (2 weeks or under), to vouch for their good character.
- We supervise students at all times and do not allow them to have unsupervised access to children.
- Students/volunteers will not be counted in staff ratios unless they are on a long term placement, are over the age of **17** and are deemed suitable.
- Students and apprentices, over the age of 17, who are undertaking a level 3 qualification may be considered to be counted in the ratios if [I/our manager] deems them to be suitably qualified and experienced.

- We take out employers' liability insurance and public liability insurance, which covers both students and volunteers.
- All students/volunteers are given a full induction and allocated a mentor.
- We co-operate with students' tutors in order to help students to fulfil the requirements of their course of study.
- 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 the setting.
- We ensure that trainees and students placed with us are engaged in bona fide early years training, or other courses such as nursing which provides the necessary background understanding of children's development and activities.

This Policy was reviewed by	Office Manager – Liz Burnett
Adopted by	Rotherfield Village Pre-School Staff and
Date	November 2016
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