



Students Policy

EYFS: 3.20, 3.29

Spice Childcare is committed to sharing good practice with those wishing to pursue a career in childcare. Therefore, students will be welcomed to join our staff team and gain work experience within our setting. We welcome the chance to encourage training. We accept student placements and recognise this as an opportunity to examine and revise our own practice. We will accept up to two student(s) at a time as more students than this places undue pressure on staff. We do, however, accept small groups or occasional placements when research or studies are being carried out that will be of benefit to childcare.

Students are expected to be associated with a recognised child-related course, or on occasions, pupils from local secondary schools on work experience. Placements will be offered after discussions with the appropriate tutors, and close links have been established with the college or school.

Students will attend a visit to the setting for an interview, followed by their student induction and setting tour. At this time students will have the opportunity to read and discuss relevant health and safety policies and complete necessary forms:

- Students will be supervised at all times by a member of staff assigned to them and will not be left alone with the children.
- Students will be asked to read all setting's policies that relate to their placement during their student induction.
- We require students to adhere to our confidentiality policy.
- It is expected that during the student's placement, their tutor will visit the setting or have verbal communication with the manager to receive feedback about the student's progression.
- Students will be offered support and guidance throughout their placement and offered constructive honest feedback in respect of their performance. Staff will respect individual students' needs and abilities and will aid their development.

- An accurate evaluation of ability and performance for both students and training providers will be provided and the setting will support students who are experiencing difficulties with action plans if needed.
- To maintain parent partnerships, parents will be informed of when students are present in the setting via the parent noticeboard.

For students who are 17 and over and have attended the setting for a minimum of two weeks, a senior member of staff will carry out two observations of their practice to determine whether the student can be included in setting ratio.

All students on placement must adhere to the same codes of conduct as permanent staff and this also applies to time-keeping and dress codes. Confidentiality must be upheld at all times. Students are attached to a senior member of staff who will supervise their work and explain the health, safety and fire requirements. All students are encouraged to contribute fully to the routine of the setting and to spend some time in each area. Students will not be left alone with children and they will only be allowed to change nappies when supervised.

This policy was adopted on	Signed on behalf of the nursery	Date for review
October 2016	Cheryl Adams	September 2017