

## **STUDENT PLACEMENT POLICY**

### ***Statement of intent***

This playgroup recognises that qualifications and training make an important contribution to the quality of the care and education provided by playgroup settings. As part of our commitment to quality, we offer placements to students undertaking early years' qualifications and training, including those studying for the CACHE level 2 Certificate in Playgroup Practice and CACHE level 3 Diploma in Playgroup Practice.

### ***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 playgroup to vouch for their good character.
- We always supervise students under the age of 17 years and do not allow them to have unsupervised access to children.
- Students who are placed in our playgroup 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.
- 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.
- Students are expected to familiarise themselves with and adhere to Jellytots policies and procedures that are contained within our welcome pack.
- We co-operate with students' tutors to help our students to fulfill the requirements of their course of study.
- We provide students, at the first session of their placement, with a short induction on how our playgroup 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 which hinder the essential work of the playgroup.
- We ensure that students placed with us are engaged in recognised early years' training which provides the necessary background understanding of children's development and activities.

*Policy Re-adopted 8<sup>th</sup> October 2025 – R Cockbill Chairperson*