

Toll Bar Primary School

Work placement/Student Policy: 2013

Statement of Intent

This school recognises that qualifications and training make an important contribution to the quality of the care and education provided by the school. As part of our commitment to quality, we offer placements to students undertaking early year's qualifications and training, including those on work experience from Doncaster high schools, those students from Doncaster College studying for the CACHE level 2 certificate / CACHE level 3 Diploma in Childcare and equivalent qualifications and also students from York St John's and Sheffield Hallam undertaking teacher training and degree courses. We also offer placements to students from Doncaster Deaf School and we ensure equal opportunity and accessibility and ensure appropriate risk assessments are undertaken and plans are put in place to support these students.

Aim

We aim to provide for students on placement with us, experiences which contribute to the successful completion for their studies and which provide examples of quality practice in early years care and education throughout school.

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 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 in our school on a short-term basis are not counted in our

staffing ratios. Students undertaking teacher training may be counted in 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
- We cooperate with students' tutors in order to help students to fulfil the requirements of their course of study
- We provide students, at the first session of their placement, with a short induction on how our school is managed, how sessions are organised and our policies and procedures. We provide two Student Hand books, which are allocated according to the level of course they are undertaking.
- 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 school
- We ensure that students placed with us are engaged in bona fide early years' and KS1 and 2 training ,which provides the necessary background understanding of the children's development and activities.

Implementation of the policy

Our school will manage implementation of this policy with the support and guidance of the Local Authority.

General

This policy and its intentions will always reflect the present and future needs of all stakeholders and to support this we are always open to suggestions for changes and alterations of and to any specific individual provision / requirement to ensure full access to all.

Reviewed: January 2013

Next Review : January 2015

Signed

Date