



**A world in which Autism is celebrated.**

**Registered Charity No. 1152188**

## **Employment**

### **44. Student Placements.**

#### **Policy statement**

As we do not operate within the Early Years Foundation Stage we do not provide placements for Early Years students.

#### **Procedures**

- We require students on qualification courses to meet the 'suitable person' requirements of Ofsted and have DBS checks carried out.
- Students undertaking qualification courses who are placed in our setting on a short term basis are not counted in our staffing ratios.
- Trainee staff employed by the setting may be included in the ratios if they are deemed competent.
- We take out employers' liability insurance and public liability insurance, which covers both trainees and voluntary helpers.
- We require students to sign and keep to our confidentiality policy.
- We co-operate 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 setting 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 that hinder the essential work of the setting.
- We ensure that trainees and students placed with us are engaged in training, which provides the necessary background understanding of children/young people's development and activities.

This policy was adopted on

20<sup>th</sup> April 2015

Policy updated

April 2024

Date to be reviewed

April 2027

Signed on behalf of the management committee

Name of Signatory Susan Carr

Role of Signatory CEO

Reviewed By	Date
Sue Carr	24/04/2024
Sue Carr	16/05/2025
Sue Carr	28/04/2026