

STUDENT PLACEMENT POLICY

We recognise that the quality and variety of work which goes on in a KEYfS makes it an ideal place for students on placement from school and college childcare courses.


Students are welcomed into KEYfs on the following conditions:-

- *The needs of the children are paramount and therefore a maximum of 2 students will be permitted at any one time.*
- *Students must be confirmed by their tutors as being engaged in a bona fide childcare course that provides necessary background understanding of children's development and activities.*
- *Students will undergo a formal Induction on their first day at the setting which will include reading and understanding core policies in particular health and safety and safeguarding.*
- *Students required to conduct child studies or observations will obtain written permission from the parents of the child to be studied.*
- *Students will always obtain permission from KEYfs before conducting any observations.*
- *Any information gained by the students about the children, families or other adults in KEYfs must remain confidential.*
- *All students must undergo an Enhanced DBS check and unrestricted access to children will not be permitted unless clearance has been received.*
- *Students will be required to provide 2 references.*
- *Students will comply with KEYfs's policies.*
- *Student placement will be withdrawn if the MD and staff members have any concerns (pending any inquiry).*
- *Students will be allocated a mentor to support them throughout their placement.*
- *Students will be introduced to parents.*

This policy was adopted at a meeting of KEYfs held in October 2016.

Reviewed Jan 2022.

Signed on behalf of KEYfs:-

.....  *Deb J Manns (Owl)*