

Peter Pan Playgroup Student Policy

The Playgroup welcomes students who are undertaking childcare courses at local colleges, and students on work experience from local schools, to work within the Playgroup, whenever possible.

Initial Visit

The college may request a placement for a student, or the student may be expected to find his/her own placement for work experience.

The initial visit will need to identify:

- How many days the work experience/practice is to be.
- How many hours daily the student will be present.
- What particular aspects of work/child observation are part of the designated course, and are essential to the work undertaken.
- What previous experience/practice the student has already undertaken.
- Which member of staff will be responsible for overseeing the student.
- Who will be responsible for any written reports.
- What the children will call the student.

Considerations When Planning Work/Practice

- The student's age, experience, self-confidence and level of maturity should be considered when planning the work.
- Too much should not be expected too soon, or initiative taken for granted.
- Students are expected to be polite and well-mannered both with adults and children, setting a good example for the children to see.
- Students must be made aware of the fire safety/lockdown procedures, health, safety and hygiene procedures, and child protection procedures.
- Any information gained by the students about the children, families or adults in the group, must remain confidential.
- Students required to undertake individual child studies will need to obtain written permission from the parent of the child to be studied.
- Confidentiality within Playgroup is an expectation of all staff and is equally applicable to any students.
- Unless DBS checked, students on short term experience will not have unrestricted access to children, or be left alone with a child or children.
- Students undertaking childcare courses on long term experience will need to have a current Paediatric First Aid certificate and enhanced DBS certificate to work at Peter Pan Playgroup to be included in staff ratios at the level below their level of study.