



RAINBOW PRE-SCHOOL

Established 1979

Registered Charity No: 1026005

BAPTIST CHURCH HALL

2 Dukes Avenue, Muswell Hill, London N10 2PT

Telephone 020 8883 4010

Students, apprentices and young workers policy

Policy statement

We support young workers and apprentices as we foster and shape the workforce of the future. At times there may be students on placement within the preschool. The EYFS sets out the requirements for young people working in a setting and we will adhere to these requirements at all times.

Suitable students on longer term placements and volunteers (aged 17 or over) who are attending our preschool for 1 year or more will be monitored and assessed to determine their competence levels. If we believe that they are suitable and demonstrating the high levels of competence and responsibility we expect from our staff, then we may consider including them in our staff ratios at the level below their study, providing they hold a valid and current paediatric first aid (PFA) qualification.

Apprentices aged 16 and over who are attending our preschool on a long-term placement for one year or more, will be monitored and assessed to determine their competence levels. If we believe that they are suitable and demonstrating the high levels of competence and responsibility we expect from our staff, then we may consider including them in our staff ratios at the level below their level of study, providing they hold a valid and current paediatric first aid (PFA) qualification.

Any young person in the preschool under the age of 18 is considered a child by law, therefore we will be vigilant towards their safety and well-being. We will provide each young person with a mentor or buddy within the preschool who can support their well-being. Any safeguarding concerns will be dealt with according to our Safeguarding children and child protection policy.

Within our preschool we expect our students, apprentices and young staff to:

- Read, understand and adhere to all policies.
- Take part in our ongoing staff suitability procedures. Declare any reasons why their suitability to work with children may change during their placement.
- Share any safeguarding concerns they may have with their buddy or mentor or the Designated Safeguarding Lead.
- Maintain a high standard of work, behaviour, appearance and attendance whilst with the preschool
- Undertake a full induction conducted by the preschool.
- Access training as required by the management.

- If studying whilst with the preschool, undertake all tasks required by the tutor to keep up to date with the course. If your coursework falls behind at any point, your placement in the preschool will be at risk
- Ensure that the preschool environment is safe and secure for all children at all times and report any issues as they arise.
- Help with the day to day running of the preschool by undertaking tasks as determined by the supervisors and management.
- Take part in staff meetings and all staff training as required by the preschool.
- Maintain confidentiality at all times
- Have sufficient understanding and use of English to contribute to the well-being of children in our care

Within our preschool,

- Students, apprentices and young workers will not have unsupervised access to children
- Students, apprentices and young workers are not permitted to take children to the toilet or carry out any personal care duties (e.g. nappy changing)
- We communicate a positive message to students, apprentices and young workers about the value of qualifications and training
- The needs of children remain paramount at all times and students are only admitted in numbers that do not hinder the work of the preschool.
- We ensure that students and trainees on placement are engaged in bona fide early years training, which provides the necessary background understanding of children's development and activities
- We maintain valid Employers Liability Insurance which covers students, volunteers and trainees.