

# PETER PAN PLAYGROUP

## POLICY FOR STUDENTS

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 procedures, health, safety and hygiene 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 the playgroup is an expectation of all staff and is equally applicable to any students.
- Unless registered as fit persons, students will not have unrestricted access to children, or be left alone with a child or children