



St. Margaret's Nursery

## Student policy

### Nursery

Reviewed: November 2018

Date for review: November 2019

# Student policy

As part of our role within the community, we offer students the opportunity to spend a number of weeks working with the children in our Nursery, in order to gain practical experience and meet their training requirements.

We welcome students into the Nursery on the following conditions:

- All students meet the 'suitable person' requirements set by OFSTED.
- All students must give a copy of their DBS check to the Nursery Manager. Students are never left alone with the children and will always be supervised by a member of staff. Students are not included in our child/staff ratio.
- Whilst working within our setting, the student will be allocated a 'mentor', who will ensure that the student follows all policies and procedures.
- All information gained by the student on the children and their families must stay CONFIDENTIAL.
- Permission must be gained from the parents for any observations written on their child.
- If for any reason staff, children or parents are unhappy with a student then it will be necessary for them to leave immediately.
- Students are welcome to stay and eat their lunch in the staffroom or leave the building, if they prefer.
- The student must wear suitable clothing and footwear at all times.
- All mobile phones should be left in the locked staff room and not brought into the main nursery at any time.
- Finally students must remember that the needs of the children are paramount.