Privett Montessori
NURSERY SCHOOL

2.4 Students

Policy Statement

At Privett Montessori Nursery School, we are committed to sharing good practice with those wishing to pursue a career in childcare. We welcome students to join our team and gain valuable work experience within our Montessori environment. We normally accept one student at a time, as accommodating more students may place additional pressure on staff and affect the quality of care provided. However, we may accept small groups or occasional placements when research or studies are being carried out that will benefit early years education and childcare.

We offer placements to students enrolled on recognised childcare or early years courses and, on occasions, pupils from local secondary schools undertaking work experience. Placements are arranged following discussions with the relevant tutors and the establishment of appropriate links with the college, training provider or school.

All students are expected to attend an interview before their placement begins, followed by a student induction and nursery tour. During this process, students will have the opportunity to read and discuss relevant policies, including safeguarding, health and safety, confidentiality and behaviour management. They will receive a copy of the Student Handbook and complete the necessary placement documentation.

Our policy for students on placement is as follows:

- All students aged 16 and over who work directly with children will have the appropriate enhanced Disclosure and Barring Service (DBS) check, including children's barred list information where required, completed and assessed before their placement begins. Additional criminal records checks will be obtained where a student has lived or worked abroad, where applicable.
- Each student will be allocated to an experienced member of staff who will provide guidance and supervision throughout the placement, including an explanation of the nursery's health, safety, safeguarding and fire procedures.
- Students will be supervised at all times and will never be left alone with children. Students under the age of 17 will never be permitted to care for children unsupervised. Nappy changing and personal care activities will only take place under the direct supervision of an appropriate member of staff.
- Students will be supported to understand and follow all nursery policies, procedures and working practices.
- All students must maintain confidentiality and respect the privacy of children, families and staff.
- The student's tutor or training provider will be encouraged to visit the nursery or maintain regular communication with the Student Co-ordinator to discuss progress and receive feedback.

- Students will receive ongoing support, guidance and constructive feedback. Their individual needs, abilities and learning objectives will be respected throughout their placement.
- An accurate evaluation of each student's performance and progress will be provided to their training provider. Where difficulties arise, appropriate support and action plans will be agreed.
- Parents will be informed when students are undertaking placements at the nursery, for example through the parent noticeboard. Wherever possible, this will include a recent photograph of the student.
- Students must follow the same professional standards and codes of conduct expected of permanent staff, including punctuality, appropriate dress, safeguarding responsibilities and professional behaviour.
- Students are encouraged to participate in the daily nursery routine and gain experience across different areas, supporting children's learning, development and well-being while respecting their individual needs.

Students and staffing ratios

In accordance with the EYFS statutory framework effective from 1 September 2026, students aged 17 or over may be included in staff-to-child ratios only when the Nursery School Manager is satisfied that they are suitable, competent and responsible and they hold a valid and current paediatric first aid qualification.

Apprentices aged 16 or over may also be included in ratios, subject to the same requirements. Students and apprentices may only be counted at the staffing level permitted by their qualification or level of study, in accordance with the EYFS qualification requirements.

The decision to include a student or apprentice in the staffing ratios rests with the Nursery School Manager. Students will not automatically be counted as part of the required staffing ratios and will continue to receive appropriate supervision and support throughout their placement.

Change log		
This policy was changed on	**Signed on behalf of the nursery**	**Reason for change**
7/08/2020	Veronica van Ingen	Adoption of policy
26/10/2021	Veronica van Ingen	No changes, part of annual review
23/01/2026	Veronica van Ingen	No changes
04/11/2026	Veronica van Ingen	Policy reviewed and updated in line with the EYFS Statutory Framework effective from 1 September 2026, including student suitability checks, supervision requirements and eligibility for inclusion in staff-to-child ratios.