



## 31 Student Placement Policy

**Summertime welcomes students and volunteers** and recognises the valuable contribution they can make to children's learning, development and experiences.

The **safety, welfare and individual needs of the children are always our priority**. Students and volunteers will be supported, supervised and treated with respect throughout their time at Summertime.

### **Our arrangements**

- Students and volunteers will not be included in staff-to-child ratios at Summertime and will not replace appropriately qualified staff.
- Appropriate DBS and suitability checks will be completed before a student or volunteer begins, in line with current EYFS and safeguarding requirements.
- Anyone undertaking regulated activity with children must have an enhanced DBS check with children's barred list information before undertaking that activity.
- From 1 September 2026, volunteers undertaking regulated activity on more than 3 days in a 30-day period are subject to these requirements. The DBS Update Service may be used where the necessary checks and verification can be completed.
- Students will normally provide confirmation from their college, university or training provider that they are undertaking a relevant course or placement.
- References will be obtained from an appropriate employer, education or training provider before placement, where required.
- All students and volunteers will receive a tailored induction, including safeguarding, confidentiality, health and safety, behaviour expectations and relevant setting policies and procedures.
- Each student will have a named member of staff to provide support, guidance and supervision. Regular supervision will be provided to volunteers who attend on a regular basis.
- Students and volunteers must maintain confidentiality and must never share information, photographs or details about children, families or the setting.
- Any safeguarding concern, allegation or concern about the suitability or conduct of a student or volunteer will be dealt with promptly in accordance with Summertime's safeguarding procedures. Where appropriate, we will liaise with the student's tutor or training provider and relevant safeguarding agencies.
- Summertime reserves the right to end a placement or volunteering arrangement where there are concerns about safeguarding, suitability, conduct or the individual's ability to meet the requirements of the placement.
- Short-term volunteers who are not undertaking regulated activity may attend following appropriate risk assessment and induction. They must not undertake regulated activity unless the required DBS checks are in place.
- All staff are expected to treat students and volunteers with kindness, dignity and respect. Bullying, harassment, discrimination or intimidation will not be tolerated.

Cathy White

Manager

September 2026