



**Little Learners**  
NURSERY GROUP

# Student Agreement

**Reviewed: July 2024**

**To be reviewed: July 2025**

Company Reg.No. 08812259  
No:1157645

Registered Office: Brooke Road, Walthamstow, London E17 9HJ

Charity Reg.

Little Learners Nursery Group recognises that qualifications and training make an important contribution to the quality of care and education provided by the early years setting.

As part of our commitment to quality we offer placements to students undertaking and Early Years Qualification. We also offer placements to students from local schools on work experience.

We aim to provide students with experiences that contribute to the successful completion of their studies by demonstrating examples of quality practice in our setting.

### **Procedures**

- We require students on qualification courses to meet the 'suitable person' requirements of Ofsted and hold an Enhanced DBS check.
- Students from local schools under the age of 17 years will need someone from the school to vouch for their good character.
- Students under the age of 17 years will be supervised at all times and cannot have unsupervised access to children.
- Students undertaking qualifications who are placed in our setting on a short-term basis are NOT counted in our staffing ratios.
- If trainee staff employed in the setting are deemed competent, they may be included in ratios.
- We have liability insurance and public liability insurance which covers both trainees and voluntary helpers.
- All students must abide by our Confidentiality Policy.
- We liaise with student's tutors to help students fulfil the requirements of their course of study.
- We provide students with a short induction at their first placement on how the setting is managed, how our setting is organised and our policies and procedures.

- We communicate a positive message to students about the value of qualifications and training.
- The needs of the children in our care is paramount so we therefore do not admit students in numbers which may hinder the essential work of the setting.

### **Dress code for students/expectations**

- Students must dress smartly and appropriately. If managers feel students are not appropriately dressed they will be sent away from placement and asked to change their clothes. No offensive logos, no short skirts or low cut tops, and no ripped clothing is permitted .
- Shoes must be sensible, no high heels. Slippers or slipper socks must be worn in the baby room, no bare feet.
- A watch, stud ear-rings may be worn but no dangly jewellery.
- Large tattoos must be covered.
- Hair should be clean and neat and tied back if long.
- Students must arrive on time and sign in at the school office.
- If the student is unwell they must call the setting before their shift and let the manager/deputy know.
- Students should observe staff, ask relevant questions about our practice and engage with the children whenever possible.
- Students should sit with children at meal times and reinforce independence and manners whilst eating.
- Students will be expected to help staff tidy up and clean the rooms.
- Students should communicate to the Room Leaders/Manager what specific area they are covering at college and share their work with them.

This will give opportunities for a two-way conversation about the job/course and help them fulfil their potential.

- Health and Safety systems that operate within the Nursery should be adhered to at all times. Confidentiality must be adhered to. If a student is unsure they must ask.
- Feedback is welcomed when the placement is complete so that we can make sure the support we offer is successful and if any areas can be improved upon.

**Termination**

Either you or the Little Learners Nursery Group can terminate this agreement with or without notice at any time.

I agree to abide by the terms of this student agreement.

Signed ..... Date .....

Name.....

Signed ..... Date .....

On behalf of Little Learners Nursery Group

Signed..... Name.....