



Revised on 02.10.2023 by

Bright Start Day Nursery

Student Placement Policy

Introduction:

Our Day Nursery is committed to providing students with valuable educational experiences while ensuring the safety and well-being of the children in our care. This policy outlines the guidelines and procedures for student placements in our facility.

Eligibility:

- ❑ Students eligible for placement must be enrolled in an accredited early childhood education or related program at a recognized institution.
- ❑ Students must meet all legal requirements, including background checks and vaccinations, before placement.

Application Process:

- ❑ Interested students should submit a formal application to the Day Nursery, including their program details and the intended placement period.
- ❑ Applications will be reviewed, and placements will be granted based on availability, the student's program relevance, and the Day Nursery's needs.

Duration:

- ❑ Student placements can range from a minimum of one week to a maximum of twelve months, depending on the program's requirements and availability.
- ❑ The needs of the children are paramount. Students will not be admitted in numbers that would hinder the work of the Day Nursery.
- ❑ Extensions may be considered on a case-by-case basis.

Supervision and Training:

- ❑ All students must undergo orientation and training, including our policies and procedures, child development principles, and safety protocols.
- ❑ Students will work under the direct supervision of experienced staff members and will be supervised at all times.
- ❑ Any information gained by students, about the children, families or other adults in the Day Nursery, must remain confidential.

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- ❑ Permission must be sought from the Day Nursery Officer or Person in Charge before written observations are carried out.
- ❑ Written permission must be obtained from the child's parents if they are required to carry out a child study or observation.
- ❑ No names will be used during any recorded observations.

Code of Conduct:

- ❑ Students are expected to maintain the highest ethical and professional standards.
- ❑ Confidentiality, respect, and a commitment to child safety are paramount.

Evaluation and Feedback:

- ❑ Continuous feedback will be provided to students to enhance their learning experience.
- ❑ Students are encouraged to provide feedback on their placement experience.

Conclusion:

Our Day Nursery believes that student placements play a crucial role in the development of future early childhood educators. We are committed to ensuring that placements are mutually beneficial and adhere to the highest standards of quality and safety.

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