

Holy Rosary Nursery
School



Supervision of Students Policy

Ratified by Board of Governors: September 2019

Signed:

Review: September 2025

Policy on Supervision of Students

It is the policy of Holy Rosary Nursery School to welcome and accept students and to provide opportunities for these students to work and train in a nursery school environment. Acceptance of any students will only be done so after considering the well being and needs of the children in the setting and on the student's successful completion of relevant access NI checks.

Students will be accepted in the following order of priority :-

- Students from Teacher Training Colleges
- NNEB /NVQ III /BTEC students
- NVQ II students
- Students on work experience courses from statutory and non-statutory agencies.
- Pupils from secondary schools involved with child care related courses.

The number of students will be limited so that the staff may meet the students' needs satisfactorily without over-stretching the school's resources. All students will complete basic induction training led by the Principal and will receive a copy of the school's Student Handbook. Whilst on placement at Holy Rosary Nursery School, students will meet regularly with the class teacher to review and evaluate performance.

Interaction between tutors/teachers and Holy Rosary Nursery School staff will be established prior to and during the student's placement, to the mutual benefit of both the student and the staff.

This will be done in the following ways:-

- Principal/ tutor will ensure relevant access NI checks have been made.
- Tutors/teachers will be invited to visit the school prior to and during placements to discuss placement arrangements with the Principal and associated class teacher.
- The associated class teacher/or the tutor informs the student of the principles of nursery education.
- The class teacher and/or the tutor clarify good nursery practices.
- The tutor meets with the class teacher and together they prepare a report on the progress of the student.
- The tutor gives clear instructions to the student and sets relevant assignments / targets as previously agreed.

If appropriate, students will be offered a placement for the duration of the full academic year (i.e. until 30 June). All students and volunteers are expected to attend for placement punctually, dress professionally, use time efficiently, behave courteously and act as a role-model for the children at all times.

Students on childcare placements will be mentored by the associated nursery assistant for the class in which they are placed and students on teaching placement will be mentored by the class teacher. The appropriate mentor should be the first source of support and guidance throughout the placement.

Monitoring and evaluation This policy will be reviewed and monitored in line with the school's policy review schedule.