



Apprentice policy

Our intention

At little Squirts it is our intention to support apprentices to a high standard throughout the duration of their studies.

Our apprentices are a valued member of the team and will gain as much practical experience as possible whilst learning the theory and legislation that underpins children's care, learning and development to enable them to become skilled childcare practitioners.

Our commitment

- We will ensure apprentices are provided with an experienced mentor.
- We will allow time for apprentices to discuss their studies with their mentor through regular supervisions.
- We will allow tutors into the setting at agreed times and work with them to support the development of our apprentices.
- We will not leave apprentices on their own with children.
- We will train apprentices in line with Little Squirts policies and procedures whilst also following their training plan provided by the governing body of their qualification.
- We will not include apprentices in ratios until they are deemed as competent. This decision will be made by management who will liaise with their mentor at all times.

“Apprentices can be included in the unqualified part of the staff to child ratios in an early years setting providing they are competent and responsible.

This means that an apprentice working towards a level 2 or 3 apprenticeship can't take up a level 2 or 3 position, and count in the ratios at either level, until they have achieved their level 2 or 3 early years qualification. However, they can take up a post where a qualification is not required and be included in the unqualified part of the ratios.”

<https://www.gov.uk/guidance/early-years-qualifications-finder>

Our expectations

Apprentices will:

- Demonstrate commitment to the setting as well as their personal training and development.
- Comply with the settings policies and procedures, with specific reference the safeguarding and equal opportunities policy, at all times.
- Work as part of a team.
- Attend training as required such as first aid and safeguarding.
- Complete all assignments set.
- Liaise with their mentor and tutor appropriately.

The impact of having this policy in place is that our apprentices achieve a high level of learning throughout their course and go on to become skilled and knowledgeable practitioners.

This policy was adopted by Little Squirts Preschool on 29th July 2019 (review date 1st July 2020)

Signed.....

Name.....

Role.....