



Policy relating to work placements for post 16 students attending external organisations

This policy relates to students at other institutions and aged post-16 asking to undertake work placements at John Ruskin School. In relation to these requests it is often ex-students following courses at college that enquire as to whether a placement is available, however this policy will cover all such requests from all members of the public.

- This policy applies to requests for work placements to support college courses, apprenticeships or similar for individuals not under contract at the school
- This policy does not apply to work experience placements that commonly take place in Year 10
- The safeguarding of students is paramount. All safer recruitment procedures for work placements must be completed prior to any placements
- The school is unable to offer placements to persons aged 16-18. This is because the school feels there is not a significant enough age gap between the students on roll and the person undertaking the placement. If an ex-student is over 18 years old but still has a sibling on roll at JRS we would consider this grounds to refuse a placement.
- Due to the size of the school, providing enough quantity and variety of experience can be challenging. Any placements must not be an extra burden on staff administratively or in relation to supervising and arranging the placement in terms of contact with children. Therefore there is a presumption that placements are a rare and infrequent event

Signed Date

For review biennially by the head teacher

