



General Welfare Requirement: Suitable People
Providers must ensure that adults looking after children,
or having unsupervised access to them are suitable to do so.

Employment

Young Persons Policy

Definitions

Young Person - A young person as defined in the Health and Safety (Young Persons) Regulations 1997 is any person under the age of 18.

Child - A child is any person who is below the minimum school leaving age i.e. Just before or just after their 16th birthday.

Policy Statement

recognises and understands that qualifications and training make an important contribution to the quality of the care and education provided by Early Years Settings. As part of our commitment to quality, we offer placements to students undertaking early years qualifications and training. We also offer placements for school pupils on workplace.

We aim to provide for students on placement with us, experiences that contribute to the successful completion of their studies and that provide examples of quality practice in Early Years care and education.

Birkdale Nursery recognises their duty to protect their young employees or young persons completing work experiences.

Young workers and young people completing work experience placements are seen to be individuals at particular risk because of their lack of experience, immaturity or general lack of knowledge or awareness regarding workplace risks to their health and safety. The Health and Safety (Young Persons) Regulations 1997 set out minimum requirements for safeguarding the health and safety of young persons and children at work. This policy implements the requirements of the Health and Safety (Young Persons) Regulations 1997 and applies to young people employed and undertaking work experience at Birkdale Nursery.

This policy also includes the requirements of the Management of Health and Safety at Work Regulations 1999 in relation to young persons. The requirements of the Working Time Regulations 1998 which contain provisions specific to young persons hours of work and rest periods are also included in this policy.

This policy sets out the process that must be adhered to when employing young people or including young people for placement.

Procedures specific to Nursery

- We require students on qualification courses to meet the 'suitable person' requirements of Ofsted and have DBS carried out.
- We require schools placing students under the age of 18 years with the setting to vouch for their good character.
 - We supervise students under the age of 17 years at all times.
- Students undertaking qualification courses who are placed in our setting on a short term basis are not counted in our staffing ratios.
 - Trainee staff employed by the setting maybe included in the ratios if they are deemed competent.
- We take out employers liability insurance and public liability, which covers both trainees and voluntary helpers.
 - We expect students to keep to our confidentiality policy.
- We work with students tutors so that students meet the requirements of their course of study.
- We provide students, at the first session of their placement, with a short induction on how our setting is managed, how sessions are organised and our policies and procedures.
- We communicate a positive message to students about the value of qualifications and training.
 - We make the needs of the children paramount by not admitting students in numbers that hinder the essential work of the setting.
- We ensure that trainees and students placed with us are engaged in genuine early years training, which provides the necessary background understanding of children's development and activities.
- Managers must ensure that placement checklist and risk assessment are completed prior to commencement at Birkdale Nursery.
- It is a requirement under the Health and Safety (Young Persons) Regulations 1997 that the contents of a risk assessment relating to the proposed employment /placement of a child are communicated to the parent/legal guardian. In most cases this can be provided directly to the school/college that will make arrangements for this.

The risk assessment must :

Identify the procedures and associated hazards/risks that the young person may be potentially exposed to as part of their employment/ work experience.

Take into account how the young person might be exposed to the risk including the duration and frequency of any exposure.

Examine existing control measures and determine whether they are adequate in controlling risk.

Implement further controls in order to reduce the risk as low as possible. Record and review assessment if necessary.

Consider additional arrangements for young people with special needs
In order to comply with the Health and Safety (Young Persons) Regulations 1997 the
assessment must take particular account of the inexperience and lack of maturity of
the young person plus
The layout of the nursery, the use of equipment, the organisation of process and
activities.

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