Student Pre Placement Interview Checklist

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| New starter form/Security |  |
| Overview of placement |  |
| Start/end dates |  |
| Mandatory Training |  |
| NCC Induction Dates |  |
| Student Profile |  |
| DBS Check/discussion |  |
| Photo |  |
| Driving License/Insurance |  |
| Working hours/TOIL |  |
| Absence Procedure/Annual leave |  |
| Parking/Mileage |  |
| Study/Recall days |  |
| Expectations of PE/Student - Paperwork |  |
| Strengths/Learning Needs |  |
| Individual needs/Personal circumstances |  |
| Tour of building |  |
| Placement Planning meeting date |  |
| Any Other information |  |