QUALITY TIVES





Childcare Resources Training and Registration Policies

We appreciate your respect of our training policies and procedures and look forward to providing an effective learning environment for all of our participants.

Childcare Resources is the proud recipient of the Natonal Quality Assurance Designation by Child Care Aware of America and the 2004 Exemplar Award by the International Association for Continuing Education and Training (IACET). We are dedicated to providing the highest quality experience for child care providers seeking assistance and training that enhances the quality of care for children in central Alabama.

Every training is evaluated for Continuing Education Unit (CEU) approval.

- Sessions that offer CEUs have undergone a process of evaluation and development and successfully met rigorous criteria in accordance with IACET guidelines.
- All trainings are related to one of the Alabama Department of Human Resources (DHR) Training Categories, Child Development Associate (CDA) Subject Areas, Alabama Pathways Core Knowledge Areas (CKA), and Child Care Development Fund (CCDF).

Training Policies

- 1. Childcare Resources training is open to all persons regardless of race, national origin, religion, age, sex, political beliefs, disabilities or socioeconomic status. Childcare Resources demonstrates its commitment to treat everyone with fairness and respect by valuing diversity, inclusion and its culture through the development and delivery of its learning events. Childcare Resources is committed to providing reasonable accommodation for individuals with disabilities in its services, programs, and activities. To request reasonable accommodation, contact Amy Bradley at 205-945-0018 ext. 312 or abradley@ccr-bhm.org. Requests should be made at soon as possible but at least two weeks prior to the scheduled training.
- 2. Submission of a registration form grants permission for Childcare Resources to take photographs during training to use in agency publications and on social media.
- 3. Training begins on time; you are expected to arrive on time. Once training begins, entering the training will be prohibited.
- 4. Childcare Resources is accredited by the International Association for Continuing Education and Training (IACET). Childcare Resources complies with the ANSI/IACET Standard, which is recognized internationally as a standard of excellence in instructional practices. As a result of this accreditation, Childcare Resources is authorized to issue the IACET CEU. To receive full clock hours and CEU credit, you must be present for the entire training.
- 5. Learners are expected to actively participate in all training activites; complete a pre- and post-assessment, which will be used for the evaluation of the learning outcomes and learning expectations, and submit a training evaluation.
- 6. Children are not permitted at any training session.
- 7. Cancellations and registration for substitutions are permitted one full business day prior to scheduled training. Refunds are not available.
- 8. <u>Substitution Policy:</u> Substitutions are only allowed for paid trainings and must be completed one full business day in advance of a training. If you would like to send a substitute in the place of a registered learner, you must complete a registration form for the new learner and call Beth Nelson at (205) 945-0018 Ext. 302. Substitutions on the day of the training will not be permitted. The original registered learner will be withdrawn from registration and must re-register with a new form.
- 9. <u>Training Attendance Policy:</u> Due to high demand of our trainings and limited seating, Childcare Resources will allow learners to have three no-shows in a 12-month period for pre-registered trainings. After three no-shows, you will be notified that you are not allowed to pre-register for trainings. You will be allowed to arrive at the time of the training and register for any available seating. Seating will not be guaranteed and is based on availability.
- 10. <u>Inclement Weather:</u> In the event of a weather-related delay or closure at Childcare Resources, updates will be posted on the agency's website, www.ccr-bhm.org. Any affected session(s) will be rescheduled with the new date communicated via the website.

Registration Procedures

- Please register using Quality Times registration forms or Cvent on our website. FORMS MUST BE COMPLETE!
- 2. One applicant per registration form. You may duplicate the form as needed.
- 3. Fee-based trainings must be paid before the registration deadline for registration to be complete. A \$35 fee will be charged for all returned checks. If payment is not received, registration is incomplete.
- 4. You will receive an email through Cvent to confirm registration. If you do not receive confirmation within 24 hours of the training, please call (205) 945-0018 ext. 302.
- 5. Checks, money orders, MasterCard, Discover, American Express, PayPal and Visa are accepted for payment. Please see registration forms for more information.
- 6. Trainings are enrolled on a first come, first served basis. Please register early!



Training Registration Form

JANUARY 2021

Learner Information

*Required Information for all learners

**Required for first time learners

Privacy Policy: All learner records and correspondence will be sent to the learner address on this form.

| *Learner Name (| Please Print): * | ls this your first train | ing with ι | ıs? Y | N | *Learne | er Home | Address: | (Includ | de street address | , city, st | ate and zip code) |
|---|------------------|---|------------|--|-------|------------|---|---|---------|---------------------|------------|---|
| 1*Learner Home Phone: | | | *Gende | | *Age | e: | □ 19 | -30 | | *Learner Race | | ☐ Caucasian |
| *Learner Cell Pho | one: | | ☐ Male | 2 | | 31-50 | | + | | ☐ Hispanic | | Other |
| *What is your role in working with children? □ Center Director □ Center Teacher □ Center Support Staff □ Family Child Care Home Licensee | | | | ☐ Group Home Licensee ☐ Group Home Assistant ☐ Interested in Family Child Care Home ☐ Interested in Being a Center Teacher | | | | ☐ Interested in Being a Center Director ☐ Relative Care Provider ☐ Parent ☐ Other | | | | |
| *Employer Name | e: | | | *Emplo | yer A | ddress: | | | | | | |
| *Business Phone | :: | | | *Business Email: | | | *Business City/County: Birmingham City | | | | | |
| *Number of Chil | dren served: | | | | | | | | | Blount Jefferson | | ☐ Walker ☐ Other |
| *Type of Child C | are Provider: | ☐ Child Care Center☐ Family Child Care I☐ Relative Care | Home | □ EI | , | ary School | Group Hon I Grades K- | | *19 | | Licen: Ch | sed nild Care Subsidy ogram Participant sed-Exempt |
| *Learner Email: Join our email lis | | | | **How | do yo | ou receiv | e the Qua | ality Times | | do not receive t | he Qual | ity Times |
| | | | | ☐ Mail | | ☐ Emai | il [| 1 Internet | | want to receive | the Qua | ality Times by |

Registration Procedures

Please register using our agency registration forms. FORMS MUST BE COMPLETE!

- 1. One applicant per registration form. You may duplicate the form as needed.
- 2. Select the training dates on the back of this form and mail or deliver this form with payment to: Childcare Resources, 244 West Valley Avenue, Suite 200, Birmingham, AL 35209
- 3. Fee-based trainings must be paid in full before the registration deadline for registration to be complete. A \$35 fee will be charged for all returned checks. If payment is not recieved, registration is incomplete.
- 4. You will receive an email to confirm registration. If you do not receive confirmation within 24 hours of the training, please call (205) 945-0018 ext. 302.
- 5. Checks, money orders, MasterCard, Discover, Visa, PayPal and American Express are accepted for payment.
- 6. Trainings are enrolled on a first come, first served basis. Please register early!
- 7. Effective October 1, 2017, Childcare Resources will no longer issue training vouchers for fee-based trainings. Please make every effort to attend the training session(s) you have registered for or send a substitute in your place. Registration for substitutions must be completed one full business day in advance of the training date.
- 8. Please review our Training Attendance and Substitution Policies on page 3 of the Quality Times before submitting this form.

Payment Procedures

- 1. Proof of payment is required for your registration to be complete. Therefore, faxed registration forms will not be processed for fee-based training.
- 2. You may submit a check or money order with this form and return it to Childcare Resources via mail.
- 3. If you would like to pay by PayPal or credit card go online to www.ccr-bhm.org. Click on Providers-Training and Technical Assistance-Quality Times and proceed with online registration hosted by Cvent.







IRCLE THE TRAININGS OF YOUR CHOICE:

January

| Free | Your Role in Preventing Child Abuse and Neglect (Training on Demand) |
|------|---|
| | Manday January A. Sunday January 10, 2021: Solf Guidad Wook Long Course |

Monday, January 4 - Sunday, January 10, 2021; Self-Guided Week Long Course

\$20 Health & Safety: Jefferson County Department of Health Regulations for the Construction, Operation

and Maintenance of Child Care Centers (Training On Demand)
Monday, January 4 - Sunday, January 10, 2021; Self-Guided Week Long Course

Don't Rain on My Plan: "Rainy Day" Activities for Young Children (Live Virtual Training) Free

Wednesday, January 6, 2021; 6:00pm to 8:00pm

Grant Writing 101 (Live Virtual Training) Free

Thursday, January 7, 2021; 9:00am to 11:00am

Mini Detectives: Investigating Math Concepts in the World Around Us (Live Virtual Training) Free

Tuesday, January 12, 2021; 12:00pm to 2:00pm

Childcare Resources Presents: Moving On: Transitioning From the Infant Room to the Toddler Room (Live Virtual Training)

Thursday, January 14, 2021; 2:00pm to 4:00pm

Positive Guidance: What? Why? How? (Training On Demand) Free

Monday, January 18 - Sunday, January 24, 2021; Self-Guided Week Long Course

BAS Overview: Basic Administration Scale Overview for Family Child Care Homes (Live Virtual Training) Free

Thursday, January 21, 2021; 6:00pm to 8:00pm

Free Language and Literacy in the Early Care Setting (Training On Demand)

Monday, January 25 - Sunday, January 31, 2021; Self-Guided Week Long Course

Free Trust the Process: The End Result of Process Art (Live Virtual Training)

Tuesday, January 26, 2021; 6:00pm to 8:00pm

Free Biting: It's a Pain for Everyone! (Live Virtual Training) Wednesday, January 27, 2021; 12:00pm to 2:00pm

Measure and Improve Leadership and Management Practices: An Overview of the Program Free

Administration Scale (PAS) (Live Virtual Training) Friday, January 29, 2021; 12:30pm to 2:30pm

TRAINING SESSION DESCRIPTION

Curious about the difference between our online training options? Here's a helpful guide!

IN PERSON

In-person trainings held at Childcare Resources or another specified location at a specific date and time.

LIVE VIRTUAL TRAINING

Virtual training with a live instructor at a specific date and time through Childcare Resources' Online Portal.

Learners must log on to the portal prior to and following the live training to complete the pre-test, post-test, and evaluation to receive credit for the course.

Learners must be present for the duration of the training to receive credit. Learners who are driving or attending to other matters while on the Live Virtual Training will not receive a certificate.

TRAINING ON DEMAND (1 Week)

Self-guided, self-paced online training course through Childcare Resources' Online Portal. The training is available for a specified week, typically Monday through Sunday.

All course work must be completed to receive full credit. Most Training On Demand sessions result in the earning of 2 Clock Hours of training credit.

TRAINING ON DEMAND (30 Days)

Self-guided, self-paced online training course through Childcare Resources' Online Portal, Each session is available to the registered learner for 30 days.

This choice may include a pre-recorded training session featuring a Childcare Resources' Consultant or an approved outside trainer.

All sections of the session must be completed to receive full credit. Most Training On Demand sessions result in the earning of 2 Clock Hours of training credit.

To register for all online and in person trainings, visit www.ccr-bhm.org/training.

Prior to the start date of each training, you will receive an email with online training instructions from Childcare Resources and an invitation to join the training through Canvas Online Training Portal.

For questions or more information, please contact childcare@ccr-bhm.org.

Training Legend (DHR 2019)

| | Training Levels | | | | | |
|------------------|-----------------|--|--|--|--|--|
| | Basic (B) | Most appropriate for entry-level professionals who are new to early childhood and/or school-age care. Basic Level Training covers a foundational understanding and demonstration of developing skills. | | | | |
| Intermediate (I) | | Most appropriate for professionals who have at least (2) years of experience and 120 hours of training in child development, and are moving toward more formal education. Intermediate Level Training includes expanding knowledge and application, and refining skills. | | | | |
| | Advanced (A) | Most appropriate for professionals who have at least three (3) years of experience and 30 credit hours in child development. Advanced Level Training focuses on a more thorough knowledge and understanding of developmentally appropriate practice and highly effective application and demonstration of skills. | | | | |

| Target Age Groups | | | | |
|-------------------|---|--|--|--|
| Infants | Birth to 12 months | | | |
| Toddlers | 1 and 2 year olds | | | |
| Preschoolers | 3 and 4 year olds | | | |
| School-agers | 5 to 12 year olds | | | |
| ALL | Infants, Toddlers, Preschoolers, and School-agers | | | |

| DHR Minimum Standards Training Areas | | | | |
|---|---|--|--|--|
| CD | Child Development | | | |
| HSUP | Health, Safety and Universal Precautions | | | |
| QCCL | Quality Child Care and Licensing | | | |
| CCPF | Child Care Professional and the Family | | | |
| LD | Language Development | | | |
| PDG | Positive Discipline and Guidance | | | |
| AM | Administration and Management | | | |

| C | CDA (Child Development Associate) Subject Areas | | | | |
|---|---|--|--|--|--|
| 1 | | Planning a safe and healthy learning environment | | | |
| 2 | | Advancing children's physical and intellectual development | | | |
| 3 | } | Supporting children's social and emotional development | | | |
| 4 | | Building productive relationships with families | | | |
| 5 | , | Managing an effective program | | | |
| 6 | , | Maintaining a commitment to professionalism | | | |
| 7 | , | Observing and recording children's behavior | | | |
| 8 | } | Understanding principles of child development and learning | | | |

| Alabama Pathways Core Knowledge Areas (CKA Areas) | | | | |
|--|--|--|--|--|
| CGD | Child Growth and Development | | | |
| HSN | Health, Safety & Nutrition | | | |
| LEE | Learning Experiences and Enrichment | | | |
| DIV | Diversity | | | |
| COA | Child Observation and Assessment (Planning for Individual Needs) | | | |
| ICFC | Interaction with Children, Families and Communities | | | |
| PPD | Personal and Professional Development | | | |
| MA | Management & Administration | | | |

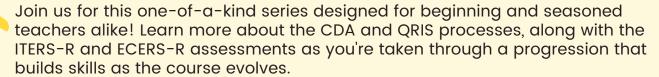
CCDF (Child Care Development Fund) Training Areas

- Prevention and control of infectious diseases (including immunizations)
- Sudden Infant Death Syndrome (SIDS) prevention and use of safe sleep practices
- 3. Administration of medication
- 4. Prevention of and response to emergencies due to food and allergic reactions
- 5. Building and physical premises safety, including identifying electrical hazards, bodies of water, and vehicular traffic
- 6. Prevention of Shaken Baby Syndrome and abusive head trauma
- 7. Emergency preparedness and response planning for natural and man-caused events
- 8. Handling and storage of hazardous materials, including correct disposal of biocontaminants
- 9. If applicable, appropriate pre-cautions in transporting children
- 10. First-aid and CPR
- 11. Recognizing and reporting child abuse and neglect
- 12. Identifying and serving homeless children and their families

- Promoting the social, emotional, physical and cognitive development of children, including those related to nutrition and physical activity, using scientifically-based, developmentally appropriate and age appropriate strategies.
- Caring for children in geographic areas with significant concentrations of poverty and unemployement
- 15. Implementing behavior strategies, including positive behavior interventions and support models that promote positive social and emotional development and reduce challenging behaviors, including reducing expulsions of preschool-aged children for such behaviors
- 16. Engaging parents and families in culturally and linguistically appropriate ways to expand their knowledge, skills and capacity to be meaningful partners in supporting their children's positive development
- 17. Understanding early neurological development
- 18. Using data to guide program improvement
- 19. Supporting positive development of school-age children
- 20. Improving the quality of programs and services for **infants** and toddlers



CLASSROOM 101



- INVESTIGATING EARLY CHILDHOOD THEORIES AND DOMAINS
- DEVELOPMENTALLY APPROPRIATE PRACTICES
- INTENTIONAL AND PURPOSEFUL CURRICULUM AND LESSON PLANS
- RESEARCHING QUALITY RESOURCES AND MATERIALS
- CONSTRUCTING ENGAGING ENVIRONMENTS
- EXPLORING OBSERVATIONS, SCREENING, AND ASSESSMENTS

INCENTIVES AVAILABLE FOR CENTERS THAT MEET SERIES CRITERIA

The trainings will be conducted through Childcare Resources Online Portal and technical assistance will be offered virtually until we resume in-person training.



Amy Bradley | (205) 945-0018 ext. 312 | abradley@ccr-bhm.org

INFANT TODDLER PROGRAM



2020-2021

Improve the quality of care in your infant and toddler classroom through Childcare Resources' Infant Toddler Program!

PROGRAMS RECEIVE:

- TRAINING
- REFLECTIVE COACHING
- ASSESSMENTS AND CONSULTATIONS

MORE INFORMATION:

Donna Godbee, Early Childhood Specialist dgodbee@ccr-bhm.org (205) 945 - 0018 ext. 323

January Training Sessions

Your Role in Preventing Child Abuse and Neglect (Training On Demand)

Dates Offered: Monday, January 4 - Sunday, January 10, 2021; Self-Guided Week Long Course

Location: Childcare Resources; Online Portal
Deadline to Register: Monday, December 28, 2020

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: AllTraining Hours: 2CEUs Offered: YesDHR Categories: HSUPCDA Categories: 1, 3CKA Categories: HSN

CCDF Categories: 2, 6, 11

As child care providers, it is our responsibility to ensure the health and safety of the children in our care. You will learn how to recognize signs of suspected child abuse and neglect, interact with the shaken baby simulator doll, and practice making a mandatory reporting phone call to DHR.

Health & Safety: Jefferson County Department of Health Regulations for the Construction, Operation and Maintenance of Child Care Centers (Training On Demand)

Dates Offered: Monday, January 4 - Sunday, January 10, 2021; Self-Guided Week Long Course

Location: Childcare Resources; Online Portal Deadline to Register: Monday, December 28, 2020

Cost: \$20Funded By: UWCATraining Level: BasicTarget Age Group: AllTraining Hours: 2CEUs Offered: YesDHR Categories: HSUPCDA Categories: 1CKA Categories: HSN

CCDF Categories: 1, 3, 8

This health and safety training meets the revised Jefferson County Department of Health Regulations as of July 2015; however, it is suitable for all counties. Topics will include employee requirements; child health and wellness; child illness; diapering, toileting and hand washing; food service; nutrition; and other health and safety related topics. This training also covers three of the new Child Care Development Fund (CCDF) training regulations.

Don't Rain On My Plan: "Rainy Day" Activities for Young Children (Live Virtual Training)

Dates Offered: Wednesday, January 6, 2021; 6:00pm to 8:00pm

Location: Childcare Resources; Online Portal

Deadline to Register: Wednesday, December 30, 2020

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: Toddlers, PreschoolersTraining Hours: 2CEUs Offered: YesDHR Categories: CDCDA Categories: 2CKA Categories: CGD, LEE

CCDF Categories: 13, 15

Educators should always have a plan to ensure that young children are still able to enhance their developmental skills even when the weather may not permit outside play. This training will emphasize the purpose of having a plan for indoor play, give ideas for "rainy day" activities, and describe how to implement the plan in your classroom and child care center.

Grant Writing 101 (Live Virtual Training)

Dates Offered: Thursday, January 7, 2021; 9:00am to 11:00am

Location: Childcare Resources; Online Portal **Deadline to Register: Thursday, December 31, 2020**

Cost: Free Funded By: DHR Training Level: Basic Target Age Group: All Training Hours: 2 CEUs Offered: No DHR Categories: AM CDF Categories: 6 CKA Categories: MA CCDF Categories: N/A

This training session is beneficial for child care directors who are seeking funding to support their program, such as First Class Pre-K Grants. Learn how to tell your story, demonstrate a need and describe how your program can best address that need with the support from an interested funder.

January Training Sessions

Mini Detectives: Investigating Math Concepts in the World Around Us (Live Virtual Training)

Dates Offered: Tuesday, January 12, 2021; 12:00pm to 2:00pm

Location: Childcare Resources; Online Portal Deadline to Register: Tuesday, January 5, 2021

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: Infants, Toddlers, PreschoolersTraining Hours: 2CEUs Offered: YesDHR Categories: CDCDA Categories: 2CKA Categories: LEE

CCDF Categories: 13

During the formative years, a child's world is filled with experiences that include math concepts. Without realizing it, children immerse themselves in math on a daily basis through their natural curiosities. Let's explore how to make math learning fun and intentional in the early care environment. This training will also include ideas about how to facilitate math-based STEM activities.

Childcare Resources Presents: Moving On: Transitioning From the Infant Room to the Toddler Room (Live Virtual Training)

Dates Offered: Thursday, January 14, 2021; 2:00pm to 4:00pm

Location: Childcare Resources; Online Portal
Deadline to Register: Thursday, January 7, 2021

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: Infant, ToddlersTraining Hours: 2CEUs Offered: No

DHR Categories: CD, CCPF, QCCL CDA Categories: 1, 2, 3, 4, 6 CKA Categories: CGD, LEE, ICFC

CCDF Categories: 13, 16, 20

When you think about an infant room, it is filled with sleeping babies, a glider, soft music and lighting and babies on mats playing. Now peek next door into the toddler room. It's busy, bustling and very active. Toddlers are in constant motion. How do you transition that sweet little baby in the infant room to the busy world of toddlers? What do you say to the families? Is there a good way to make this easier for everyone? This training will offer suggestions and insights into how to make this transition go as smoothly as possible.

Positive Guidance: What? Why? How? (Training On Demand)

Dates Offered: Monday, January 18 - Sunday, January 24, 2021; Self-Guided Week Long Course

Location: Childcare Resources; Online Portal Deadline to Register: Monday, January 11, 2021

Cost: Free Funded By: DHR Training Level: Intermediate

Target Age Group: AllTraining Hours: 2CEUs Offered: YesDHR Categories: PDGCDA Categories: 8CKA Categories: CGD

CCDF Categories: 15

Teachers know all children demonstrate challenging behaviors at one time or another. There are techniques that one can employ to prevent challenging behaviors. Join us as we explore the causes of challenging behaviors in young children and discover strategies to promote appropriate behavior using positive guidance techniques.

BAS Overview: Basic Administration Scale Overview for Family Child Care Homes (Live Virtual Training)

Dates Offered: Thursday, January 21, 2021; 6:00pm to 8:00pm

Location: Childcare Resources; Online Portal Deadline to Register: Thursday, January 14, 2021

Cost: Free Funded By: DHR Training Level: Intermediate

Target Age Group: All Training Hours: 2 CEUs Offered: Yes
DHR Categories: AM CDA Categories: 5 CKA Categories: LEE
CCDF Categories: 5

Are you a Family Child Care Home Provider? If so, this training is designed for you! Keeping your business successful requires attention to more than making the children and families happy. In order for you to continue living your dream, your business must have the solid foundation of sound business practices. This training will walk you through a tool that is designed to help you assess and strengthen your program. It is also the tool that is used for the Alabama Quality STARS Alabama's Quality Rating and Improvement System (QRIS).

January Training Sessions

Language and Literacy in the Early Care Setting (Training On Demand)

Dates Offered: Monday, January 25 - Sunday, January 31, 2021; Self-Guided Week Long Course

Location: Childcare Resources; Online Portal Deadline to Register: Monday, January 18, 2021

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: AllTraining Hours: 2CEUs Offered: YesDHR Categories: LDCDA Categories: 2CKA Categories: LEE

CCDF Categories: 13

Research shows that early reading with children helps them learn to speak, interact, bond with caregivers and possibly become early readers! Early childhood educators have the power to positively impact literacy outcomes for children by providing literacy rich environments. Join us as we explore how to positively promote literacy in early child care.

Trust the Process: The End Result of Process Art (Live Virtual Training)

Dates Offered: Tuesday, January 26, 2021; 6:00pm to 8:00pm

Location: Childcare Resources; Online Portal Deadline to Register: Tuesday, January 19, 2021

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: AllTraining Hours: 2CEUs Offered: NoDHR Categories: CDCDA Categories: 2, 3, 8CKA Categories: CGD, LEE

CCDF Categories: 13

Do you want to encourage children's creativity through developmentally appropriate art experiences? There are no step-by-step instructions; we don't have samples to follow; and there is no right or wrong way to explore and create children's art. This session will help you embrace the process of letting children become their own Picasso's.

Biting: It's a Pain for Everyone! (Live Virtual Training)

Dates Offered: Wednesday, January 27, 2021; 12:00pm to 2:00pm

Location: Childcare Resources; Online Portal

Deadline to Register: Wednesday, January 20, 2021

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: AllTraining Hours: 2CEUs Offered: YesDHR Categories: CD, PDGCDA Categories: 6CKA Categories: CGD, PPD

CCDF Categories: 14

When children bite, it affects everyone: the provider, staff, parents and families being bitten. Parents look to providers to help make the biting stop; therefore, providers need information and practices to assist them in confronting this troublesome situation. Let's examine why certain children bite, what our roles are, and strategies that can help minimize this behavior.

Measure and Improve Leadership and Management Practices: An Overview of the Program Administration Scale (PAS) (Live Virtual Training)

Dates Offered: Friday, January 29, 2021; 12:30pm to 2:30pm

Location: Childcare Resources; Online Portal **Deadline to Register:** Friday, January 22, 2021

Cost: FreeFunded By: DHRTraining Level: BasicTarget Age Group: AllTraining Hours: 2CEUs Offered: YesDHR Categories: AMCDA Categories: 5CKA Categories: MA

CCDF Categories: 18

The Program Administration Scale (PAS) is an assessment tool that measures administrative quality practices in center-based programs. The PAS instrument includes 25 Items clustered in 10 Subscales that measure both leadership and management functions. Items measured include staff orientation, staff development, benefits for employees, risk management, program evaluation, external communications and more. Center directors now have a tool for the administrative aspects of their programs. The PAS is the administrative tool used for the Alabama STARS Quality Rating and Improvement System (QRIS). The PAS Overview training is required for all programs that plan to participate in QRIS.

Policies for In-Person Service

As Childcare Resources begins to resume normal business operations, including in-person services for clients and the community, the following policies and safety practices have been put in place for the protection of all Childcare Resources staff, clients, volunteers, and customers.

January 1, 2021 - January 30, 2021

- The agency will be serving clients in-person on a limited basis by appointment ONLY with the appropriate staff. To make an appointment call 205-945-0018.
- Clients needing Supplemental Child Care Program, Resource or Referral, or Early Learning Resource Library (curb-side services) must call and schedule an appointment before visiting the building.
- Once your appointment is confirmed, the appropriate staff member will contact you with next steps and additional details.

Please check our website regularly for updates on in-person service policies.

What to Expect When Visiting

In response to the COVID-19 pandemic, Childcare Resources is adopting preventive measures to help protect the safety and health of our staff, clientele and community.

- 1. Childcare Resources will conduct a screening of each visitor before permitting their entrance into the office. Depending on the visitor's response to each question, the visitor will either be permitted to enter the building or will be asked to re-schedule their visit. The three questions visitors will be asked are (1) Do you have flu-like symptoms such as fever, coughing, and shortness of breath? (2) Have you been in contact with anyone experiencing these symptoms? and (3) Have you or a family member been instructed to self-quarantine?
- 2. Our agency is located in Jefferson County within the city limits of Birmingham and as such must comply with the current ordinance. Everyone who enters our offices will be required to wear a mask or face covering throughout the duration of their visit.
- 3. You are recommended to use **hand sanitizer** when you enter the building as well as upon entry to any of our training rooms.
- 4. Visitors are asked to please maintain a 6ft distance to keep themselves and others safe. **This will be strongly encouraged**.
- 5. We will allow a maximum of 8 learners in the Conference Room, 6 learners in the Board Room, and 6 learners in the Early Learning Demonstration Classroom at any time.