Professional Development
Trainings
January - May 2016

Light up the season with training at the Child Care Council of Westchester!

New Trainings!
Entrenamientos en español

Cover image reprinted with permission of Candlewick Press
“Absolutely fantastic!”  “Excellent! Made a difficult topic very interesting.”

“It was great! Interesting and Informative and fun.”  “Outstanding!”

“I truly believe that the Council wants providers to be successful.”
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The CBK is New York State’s Core Competencies for Early Childhood Educators. It is a tool to guide the practice and professional development of directors and teachers. The CBK gives a road map of recommended practices for building meaningful relationships with children, families and colleagues, for creating nurturing, stimulating environments, and for developing oneself as an early care and education professional.

In our Winter/Spring Calendar, you will find trainings that focus on one or more of the CBK’s seven competency areas:


*For a copy of the Core Body of Knowledge, go to http://bit.ly/1IgCO7C*

**Core Beliefs**

1. Children are born ready to learn.
2. Every human being is a unique individual, with diverse modes of learning and expression as well as interests and strengths.
3. Children are worthy of the same respect as adults.
4. Children’s needs for shelter and for physical, intellectual, emotional, and social nourishment must be met for them to grow, develop, and learn to their fullest potential.
5. Children have the right to secure, trusting relationships with adults and to safe, nurturing environments.
6. Children learn through play.
7. Children construct their own knowledge based on their curiosity and driven by their interactions. This active construction is facilitated by interaction with adults and other children.
8. Children’s learning is active and follows a recurring path: awareness, exploration, inquiry and application.
9. Children learn best when exposed to and engaged in high-quality environments, interactionism, and relationships.
10. Children learn best when adults in their lives work in partnership with one another.
11. All children and their families, regardless of their ethnic origins, value systems, faiths, customs, languages, and compositions, must be equally respected.
12. Families and children have the right to support systems that foster development.
13. Teaching and learning are dynamic, integrated, and reciprocal processes.
# Training at the Child Care Council

## NYS Office of Children & Family Services (OCFS) Training Requirements

Each director, operator, and staff person must complete a minimum of thirty (30) hours of training every two years. For new programs or newly hired staff, fifteen (15) of the required thirty (30) hours of training must be obtained during the person's first six months of employment by the program.

The 30 hours of training must address all 9 OCFS training topics -
1. Child Development
2. Nutrition & Health
3. Program Development
4. Safety & Security
5. Business
6. Child Abuse and Maltreatment Identification & Prevention
7. Statutes and Regulations Pertaining to Child Care
8. Statutes and Regulations Pertaining to Child Abuse
9. Shaken Baby Syndrome (not required for school age programs)

## Core Body of Knowledge

### Core Competency Areas

1. Child & Growth Development
2. Family & Community Relationships
3. Observation & Assessment
4. Environment & Curriculum
5. Health, Safety, & Nutrition
6. Professionalism & Leadership
7. Administration & Management

## Finding Trainings That Meet Your Needs

Some trainings are for everyone. Some are for a specific age group or type of program. The description for each training has a letter from this key. Use this key to decide if a training is for you.

**Type of program** -
- C - Child Care Centers
- FG - Family & Group Family
- SA - School Age
- P - Parents
- All - All programs

**Age of children** -
- IT - Infant-Toddler
- PS - Preschool
- SA - School Age
- ALL - All Ages

## Training Certificates

Training certificates document that you attended a training. Training certificates are given only if you arrive on time and stay for the entire training. They are given at the end of the training if the Council has received and processed the registration and payment prior to the training. Walk-ins will receive certificates after the payment has been processed.

Replacement certificates are available for $5.00.

**Continuing Education Credits (CEUs)** are awarded for trainings that are part of a track and for our online trainings.

## Paying for Training - Tuition Support from the EIP (Education Incentive Program)

The New York State Educational Incentive Program (EIP) supports the professional development of those working in the field of child care. Scholarships are awarded based on financial need. They can be used to pay for Council trainings, conferences, and the online eCDA course.

For an application and further information, call (518) 443-5940 or go to [http://ecetp.pdp.albany.edu](http://ecetp.pdp.albany.edu).
LEADERSHIP SERIES

Saturday, April 9, 9:30am - 12:00pm
Helping Parents Understand Your
Child Health Policies & Procedures
This training will help you understand, review, and develop child health policies and procedures. The information provided will prepare you to educate parents about the required forms and procedures, in order for you to maintain a safe and healthy environment.

We will review sections of the OCFS Health Care Plan and other related forms - the Child in Care Medical Statement, Day Care Registration Form (Blue Card), Exclusion Criteria, Daily Health Check, Children with Special Health Care Needs, Recommended Childhood Immunization Schedule, etc.

Modality - Age: ALL
Training Categories: (OCFS 2, 3, 4, 5, 7) (CBK 1, 2, 3, 5)
Trainer: Elissa Guzzardi, Director, Health Care Consultant Services, CCCW
Cost: $25 CCCW members/$35 non-members
Code: 60409

Thursday, May 5, 1:00pm - 3:00pm
Managing Employee Conflicts
Some days do staff disagreements make you feel more like a therapist than a director? Come get a check-up on how well conflict is being managed in your program, both by you and your staff. You’ll have an opportunity to reflect on your own approach. Learn about typical staff responses to conflict and what happens during its resolution. We will look at different scenarios. You will leave with concrete tips for better managing conflict in your program.

Modality - Age: ALL
Training Categories: (OCFS 3) (CBK 6, 7)
Trainer: Todd Mohrmann, President of Dynamic Training, Inc.
Cost: $20 CCCW members/$35 non-members
Code: 60517

Directors Associations

WESTCHESTER EARLY CHILDHOOD DIRECTORS ASSOCIATION MEETINGS
The Association meets the third Tuesday of the month from 1:00pm - 3:00pm at the Child Care Council office. Contact Howard Milbert at Ossining Children’s Center at (914) 941-0230 or Dawn Meyerski at Mt. Kisco Child Care Center at (914) 241-2135 or dmeyerski@mkccc.org for details.

SCHOOL AGE DIRECTORS NETWORK MEETINGS
The Network meets every third Tuesday of the month from 10:00am -12:00pm at the Child Care Council office. Contact Hope O’Connell at Playful Wonders at hopeoconnellplayfulwonders@gmail.com.

Bring our training to your program!
Schedule an on-site training for your staff!
See page 19 for more information, or contact Dana Doyle at (914) 761-3456, ext. 113 or danad@cccwny.org

Become a member of the Child Care Council of Westchester
Take advantage of member benefits!
Members receive special benefits including discounts on trainings, access to the Resource Corner and support the work of the Child Care Council.
Go to www.childcarewestchester.org and click on “Members” or call (914) 761-3456, ext. 111.
Thursday, February 25, 6:30pm - 8:30pm  
**Balancing Play & Technology**  
**In Our Ever-Changing World**  
Young children are using technology many hours a day. What does research say about the impact this has on a child’s overall development? We know how important sensory and motor play is to a child’s motor development, emotional/behavioral development, self-regulation and ultimately academics. We will look at the research and ideas for supporting the need to recapture and increase non-technology, sensory and motor play in our homes and schools.

**Modality - Age:** ALL  
**Training Categories:** (OCFS 1, 3) (CBK 1, 4)  
**Trainer:** Julie Weber, Occupational Therapist, Dynamic Kids,  
**Cost:** $25 CCCW members/$35 non-members  
**Code:** 60225

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Thursday, March 10, 6:30pm - 8:30pm  
**Stress Reduction & Meditation Techniques**  
**for Early Care and Education Professionals**  
Life can be stressful. And stress can lead to fatigue, anxiety, impatience, physical illness, poor sleep, affect our relationships, and more. The good news is that there are things that are in our control that can relieve stress. Learn practical stress reduction practices and basic meditation techniques to feel more calm and centered, so we can face the world with the best of ourselves, we have to offer. This train will specifically address the unique needs of those who care for the young children.

**Modality - Age:** ALL  
**Training Categories:** (OCFS 3 ) (CBK 6)  
**Trainer:** Rona Levine,  
M.S. Special Education, BCBA, CYT  
**Cost:** $25 CCCW members/$35 non-members  
**Code:** 60310

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Saturday, April 30, 10:00am - 12:00pm  
**Playground Supervision:**  
**Keeping Children Safe on the Playground**  
How do we keep children safe on the playground? Is the staff just watching or properly supervising the children? What unsafe behaviors and uses of equipment should staff know about? What do you and your staff need to do to meet OCFS standards for playground safety and supervision? In this interactive training, you will receive advice on how to keep your outdoor play space up-to-date and safe from any hazards.

**Modality - Age:** ALL  
**Training Categories:** (OCFS 3, 4) (CBK 5)  
**Trainer:** Dr. Marylynn R. Glasser,  
Playground Supervision Specialist, Playground Medic  
**Cost:** $25 CCCW members/$35 non-members  
**Code:** 60429

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**Become a CDA**  
**(Child Development Associate)**  
Increase your skills & knowledge!  
Advance your career!!  
Financial assistance is available!  
For information, contact Idie Benjamin, at (914) 761-3456, ext. 108 or idieb@cccwny.org.

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Go to www.childcarewestchester.org and click on “Members” or call (914) 761-3456, ext. 111.
Know the NYS Regulations for Child Care Programs

In this lively and interactive training, learn the NYS Regulations for child care programs. Find out how to stay in compliance in all areas including safety, program requirements, supervision of children, and health and safety. We will review the most common violations and ways to follow all regulations.

Training Categories: (OCFS 2, 4, 5, 7) (CBK 5, 7)
Cost: $25 CCCW members/$35 non-members

**COMBINED - FOR CHILD CARE CENTERS, FAMILY, AND GROUP FAMILY PROGRAMS**

Choose one of these dates!

**Thursday, February 4, 6:30pm - 8:30pm**
Trainer: Laura Cleare, Quality Improvement Specialist, CCCW
Code: 60204

**Monday, April 11, 6:30pm - 8:30pm**
Trainer: Laura Cleare, Quality Improvement Specialist, CCCW
Code: 60411

**FOR SCHOOL AGE PROGRAMS ONLY**

Date: Thursday, April 14, 10:00am - 12:00pm
Trainer: Idie Benjamin, Director, Professional Development, CCCW
Code: 60414

Child Abuse Identification & Prevention Including Shaken Baby Syndrome

Learn how, when, and why to report suspected child abuse or maltreatment to the State Central Register. Learn what child abuse and maltreatment are and understand your responsibility as a Mandated Reporter. Preventing and identifying signs of Shaken Baby Syndrome will also be discussed.

Modality - Age: C, FG, SA - All Ages
Training Categories: (OCFS 1, 6, 8, 9) (CBK 1, 2, 5)
Cost: $25 CCCW members/$35 non-members

Choose one of these dates!

**Thursday, March 3, 6:30pm - 9:00pm**
Trainer: Leah Bratton, Infant Toddler Specialist, CCCW
Code: 60303

**Monday, May 2, 6:30pm - 9:00pm  (This training date is eligible for EIP funding)**
Trainer: Laura Cleare, Quality Specialist, CCCW
Code: 60502
Infant & Toddlers Training Topics
For Center Staff & Family & Group Family Providers

Saturday, February 20, 10:00am - 12:00pm
**Music, Movement & Finger-plays for Infants & Toddlers**
Join Delores Jiji of Toddler’s Songtime in this exciting and interactive training that will give you new and fun songs, dances and finger-plays that you can do with infants and toddlers. Be prepared to dance, play, and sing along! If possible, RECORD the session so you can remember the tunes and instructions. You will receive all of the words to bring back to your program.

**Modality - Age:** C, FG - IT  
**Training Categories:** (OCFS 1, 3) (CBK 1, 4)  
**Trainer:** Deloris Jiji, Owner of Toddler’s Songtime  
**Cost:** $25 CCCW members/$35 non-members  
**Code:** 60220

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**What To Do With Infants & Toddlers**

Saturday, March 19, 10:00am - 12:00pm
**What To Do With Infants**
Planning for infants all day can be challenging. What are their interests? What skills do they need to develop? You can plan activities for infants that help them learn and develop. Let’s explore how to choose play materials and activities that are enjoyable and interesting for infants and for you and promote each child’s development.

**Modality - Age:** C, FG - IT  
**Training Categories:** (OCFS 1, 3, 4) (CBK 1, 2, 4)  
**Trainer:** Leah Bratton, Infant Toddler Specialist, CCCW  
**Code:** 60319

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Saturday, March 19, 12:30pm - 2:30pm
**What To Do With Toddlers**
What can you do with active, always touching toddlers? Create an environment that is hands on! Toddlers thrive in an environment that provides for active exploration. Learn a variety of activities to do with busy toddlers that are easy, fun, and stimulate all areas of development.

**Modality - Age:** C, FG - IT  
**Training Categories:** (OCFS 1, 3, 4) (CBK 1, 2, 4)  
**Trainer:** Jennifer Sorby, Infant Toddler Regional Coordinator, CCCW  
**Code:** 60320

*This training is eligible for EIP funding*

**Cost:** $25 CCCW members/$35 non-members for ONE  
**OR**  
Register for both for $40 CCCW members/$60 non-members

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Here’s what participants at recent teacher trainings have said about Delores!

“**She’s FABULOUS! All useful material even after my 16 years!!**”

“**This is my second Delores workshop and it is still as exciting and refreshing.”**

**Awesome job! She has enormous energy. I loved her humor and she has great songs and finger-plays for children.**”
Preschool Training Topics
For Center Staff & Family & Group Family Providers

This 3-part training will focus on using guidance to create and maintain a positive learning environment for each child. In this training, you will learn how to provide children with the tools they need to become part of a classroom community. Learn how to help children solve their problems, not punish children for having problems they cannot solve. The series is based on the book The Power of Guidance by Dan Gartrell.

Wednesday, March 2, 6:30pm - 8:30pm
Session 1: The Foundations of Guidance
Part one in a series of three trainings focuses on conflict resolution. Explore the difference between discipline and guidance. Help children see what they “can do” and learn how to solve their problems in a socially acceptable ways. Use six key guidance practices to build an encouraging classroom.

Wednesday, April 6, 6:30pm - 8:30pm
Session 2: Using Guidance to Build an Encouraging Classroom
The second part of this series will focus on becoming a “guidance professional.” Learn how to implement the five communication skills and four intervention alternatives that create an encouraging classroom environment.

Wednesday, May 11, 6:30pm - 8:30pm
Session 3: Guidance and Boys in Early Childhood Classrooms
In the third training in this series, we will explore the unique needs of boys in an early childhood classroom. We will discuss creating a classroom environment that responds to the activity level and interests of boys. Learn five intervention strategies to manage “mistaken” behavior.

Modality - Age: C, FG - PS
Training Categories: (OCFS 1, 3) (CBK 1, 2, 4)
Trainer: Letty McGrath,
Professional Development Specialist, CCCW
Cost: $45 CCCW members/non-members $60 for all three training sessions.
Code: 60302

Six hours of training at a DISCOUNTED price

*This training series is eligible for EIP funding*

Foundations for Learning: The Roadmap to “Readiness”
In early childhood classrooms, we set the stage for learning throughout a child’s life. In this 2-part training, we will examine the foundations for learning – understanding child development and your role as an “intentional” teacher.

What teaching practices support children’s learning, and what do you need to consider as you plan activities that meet “developmentally appropriate” guidelines.

New providers, as well as for more experienced providers seeking to enhance their teaching practices, will benefit from knowledge gained at both training sessions.

Tuesday, March 15, 6:30pm - 8:30pm
Child Development 101: Where It All Begins
It all begins with the child! We will examine the stages of child development and changing needs of children from birth to five-years-old. We will focus on your role in designing a program that supports each unique stage of development.

Modality - Age: C, FG - IT, PS
Training Categories: (OCFS 1, 3) (CDA 1, 3, 4)
Trainer: Dana C. Doyle,
Professional Development Coordinator, CCCW
Code: 60316

Tuesday, April 26, 6:30pm - 8:30pm
DAP & The “Intentional” Preschool Teacher
What is “developmentally appropriate practice” (DAP)? Learn its role in creating a high-quality preschool classroom. You can have a DAP program that also meet current learning standards. In this training, we will also focus on what it means to be “intentional” in your planning and how being intentional teaching supports a DAP learning environment.

Modality - Age: C, FG - PS
Training Categories: (OCFS 1, 3) (CDA 1, 3, 4)
Trainer: Dana C. Doyle,
Professional Development Coordinator, CCCW
Code: 60426

Register for one or both trainings!!
Cost: $25 CCCW members/$35 non-members for ONE
         OR
Register for both for $40 CCCW members/
            $55 non-members

*Both of these trainings are eligible for EIP funding*
Tuesday, March 15, 6:30pm - 8:30pm

**Child Development 101: Where It All Begins**

It all begins with the child! Participants will examine the stages of child development and changing needs of children between the ages of birth to five-years-old. We will focus on your role in designing a program that supports each unique stage of development.

**Modality - Age:** C, FG - IT, PS  
**Training Categories:** (OCFS 1, 3) (CBK 1, 4)  
**Trainer:** Dana Doyle, Professional Development Coordinator, CCCW  
**Cost:** $25 CCCW members/$35 non-members  
**Code:** 60317

*Please see full series on page 10*

*This training is eligible for EIP funding*

Saturday, April 9, 9:30am - 12:00pm

**Helping Parents Understand Your Child Health Policies & Procedures**

This training will help you understand, review, and develop child health policies and procedures. The information provided will prepare you to educate parents about the required forms and procedures in order for you to maintain a safe and healthy environment.

We will review sections of the OCFS Health Care Plan and other related forms - the Child in Care Medical Statement, Day Care Registration Form (Blue Card), Exclusion Criteria, Daily Health Check, Children with Special Health Care Needs, Recommended Childhood Immunization Schedule, etc.

**Modality - Age:** ALL  
**Training Categories:** (OCFS 2, 3, 4, 5, 7) (CBK 1, 2, 3, 5)  
**Trainer:** Elissa Guzzardi, Director, Health Care Consultant Services, CCCW  
**Cost:** $25 CCCW members/$35 non-members  
**Code:** 60410

Saturday, April 2, 9:30am - 12:00pm

**IT’S YOUR BUSINESS: Insurance – Managing Your Program’s Risks**

Your business is a big investment, both personally and financially. It is important to consider all insurance options, even if they are not required by New York State. Learn how the right insurance can protect your business and you by understanding the insurance available to you and how to decide what insurance to purchase.

**Modality - Age:** FG - ALL  
**Training Categories:** (OCFS 4, 5) (CBK 7)  
**Trainer:** Idie Benjamin, Director, Professional Development, CCCW  
**Cost:** $25 CCCW members/$35 non-members  
**Code:** 60402

*This training is eligible for EIP funding*

**SAVE THE DATE**

**2016 Family & Group Family Spring Conference**

Saturday, May 14th  
**Burke Rehabilitation Center, White Plains, NY**

For more information, please contact Leah Bratton at (914) 761-3456, ext. 108 or leahb@cccwny.org

**Become a 2016 member of the Child Care Council of Westchester**

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Go to www.childcarewestchester.org and click on "Members" or call (914) 761-3456, ext. 111.
School Age Provider Training Topics

Thursday, February 25, 6:30pm - 8:30pm
Balancing Play & Technology In Our Ever-Changing World
Young children are using technology many hours a day. What does research say about the impact this has on a child’s overall development? We know how important sensory and motor play is to a child’s motor development, emotional/behavioral development, self-regulation and ultimately academics. We will look at the research and ideas for supporting the need to recapture and increase non-technology, sensory and motor play in our homes and schools.

Modality - Age: ALL
Training Categories: (OCFS 1, 3) (CBK 1, 4)
Trainer: Julie Weber, Occupational Therapist, Dynamic Kids,
Cost: $25 CCCW members/$35 non-members
Code: 60226

Thursday, March 10, 6:30pm - 8:30pm
Stress Reduction & Meditation Techniques for Early Care and Education Professionals
Life can be stressful. And stress can lead to fatigue, anxiety, impatience, physical illness, poor sleep, affect our relationships, and more. The good news is that there are things that are in our control that can relieve stress. Learn practical stress reduction practices and basic meditation techniques to feel more calm and centered, so we can face the world with the best of ourselves, we have to offer. This train will specifically address the unique needs of those who care for the young children.

Modality - Age: ALL
Training Categories: (OCFS 3 ) (CBK 6)
Trainer: Rona Levine, M.S. Special Education, BCBA, CYT
Cost: $25 CCCW members/$35 non-members
Code: 60311

Thursday, April 14, 10am - 12:00pm
Understanding the NY State OCFS Regulations for School Age Programs
Get to know the NY State OCFS child care regulations in a lively and interactive training. You will learn the most common violations and understand how to stay in compliance in all areas including safety, program requirements, supervision of children, health, and safety.

Modality - Age: SA - SA
Training Categories: (OCFS 2, 4, 5, 7) (CBK 5, 7)
Trainer: Idie Benjamin, Director, Professional Development, CCCW
Cost: $25 CCCW members/$35 non-members
Code: 60415

ON-SITE TRAININGS ALSO AVAILABLE
WE BRING THE TRAINING TO YOU!!
See page 21 for more information, or contact Dana Doyle at (914) 761-3456, ext. 113 or danad@cccwny.org

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Take advantage of member benefits!

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Go to www.childcarewestchester.org and click on “Members” or call (914) 761-3456, ext. 111.
Trainings in Northern Westchester
Yorktown Heights Location

Conveniently located at the
First Presbyterian Church of Yorktown
2880 Crompound Road, Yorktown Heights, NY 10598

Wednesday, April 13, 6:30pm - 8:30pm
**Understanding the NY State OCFS Regulations for Center & Group Family & Family Programs**
Get to know the NY State OCFS child care regulations in a lively and interactive training. You will learn the most common violations and understand how to stay in compliance in all areas including safety, program requirements, supervision of children, health and safety.

*All modality regulations covered during this session*

**Modality - Age: C, FG - All Ages**
**Training Categories: (OCFS 2, 4, 5, 7) (CBK 5,7)**
**Trainer: Jennifer Sorby,**
Infant Toddler Regional Coordinator, CCCW
**Cost: $25 CCCW members/$35 non-members**
**Code: 60413**

*This training is eligible for EIP funding*

Wednesday, May 25, 6:30pm - 8:30pm
**Child Abuse Identification & Prevention, Including Shaken Baby Syndrome**
Learn how, when, and why to report suspected child abuse or maltreatment to the State Central Register. Learn what child abuse and maltreatment are and understand your responsibility as a Mandated Reporter. Preventing and identifying signs of Shaken Baby Syndrome will also be discussed.

**Modality - Age: C, FG, SA - All Ages**
**Training Categories: (OCFS 1, 6, 8, 9) (CBK 2, 5, 7)**
**Trainer: Dana Doyle,**
Professional Development Coordinator, CCCW
**Cost: $25 CCCW members/$35 non-members**
**Code: 60525**

*This training is eligible for EIP funding*

ON-SITE TRAININGS ALSO AVAILABLE
WE BRING THE TRAINING TO YOU!!
See page 19 for more information,
or contact Dana Doyle at
(914) 761-3456, ext. 113 or danad@cccwny.org
Heartsaver CPR with AED & First Aid Courses

Be ready for emergencies. Learn how to perform adult, child, and infant CPR skills and how to address common pediatric injuries. Students will also learn how to use an Automated External Defibrillator (AED).

This American Heart Association certification is valid for 2 years. Everyone who completes the course will also receive a training certificate from CCCW for 7 hours. This class meets OCFS requirements.

**Training Dates: 9:00am - 4:00pm**
- Saturday, January 23  Code: 60123
- Saturday, February 13  Code: 60213
- Saturday, March 26  Code: 60326
- Saturday, April 23  Code: 60423
- Saturday, May 21  Code: 60522

**Modality:** ALL

**Training Categories:** (OCFS 2, 3, 4)

**Trainers:** Juanita Pope & Elsa Sanchez, Certified American Heart Association CPR & First Aid Instructors

**Cost:** $95 CCCW members/$105 non-members

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Asthma Friendly Child Care Endorsement

Would you like your program to stand out from other programs?

Consider receiving an Asthma Friendly Child Care Program Endorsement from the American Lung Association.

**Incentives of Endorsement:**
- Increase your marketability
- Learn how to recognize and manage asthma symptoms
- Learn how to create asthma friendly environments by identifying and reducing asthma triggers
- Understand the importance of an Asthma Action Plan
- Learn how to appropriately respond to breathing emergencies
- Receive training hours covering four topic areas - Nutrition & Health Needs of Children, Safety & Security Procedures, Statues & Regulations Pertaining to Child Day Care, and Business Record Maintenance
- Access to various asthma resources that may also be shared with parents
- Receive an endorsement certificate & window decal
- The Council’s Resource & Referral Database Profile will include you as an Asthma Friendly Program
- Receive education, support, and on-going technical assistance from the Council’s Health Care Consultant
- Assistance in developing clear easy to follow policies and procedures for children with Asthma
- Parents will feel at ease knowing that their child is in an Asthma Friendly Environment

For more information, visit our website at www.childcarewestchester.org or you can contact Elissa Guzzardi at elissag@cccwny.org or (914) 761-3456, ext. 154

*This training is eligible for EIP funding*
SUNY Health & Safety Course

(This is a TWO PART course held on Saturdays from 9:00am - 5:00pm)

This course is the two-day 15-hour NY State mandatory training required prior to registration or licensing for family or group-family child care providers.

Attend this 15-HOUR Health & Safety Training and RECEIVE A FREE TRAINING COUPON that can be used for any standard calendar training at the Council (not including MAT, CPR & First Aid, conferences, and special events). It is valid for 90 days from date of the Health & Safety Training.

Call (914) 761-3456, ext. 115, for information about this training.

**FOUR DATES: 9:00am - 5:00pm**

- Saturday, January 16 & 23  Code: 60116
- Saturday, February 13 & 20 Code: 60214
- Saturday, March 12 & 19  Code: 60312
- Saturday, April 9 & 16    Code: 60415
- Saturday, May 14 & 21    Code: 60514

**Modality:** F/FG ONLY
**Training Categories:** (OCFS: 2, 4, 5, 6, 7, 8, 9)
**Cost:** $275

**Trainers:** Lindsay Tiernan, Assistant Director of Provider Services, CCCW; Sydney Jenkins Hall, CACFP Case Manager, CCCW; Aniberca Rosario, Bi-lingual Quality Improvement Specialist, CCCW; Elsa Sanchez, Bi-lingual Registrar, CCCW; Jose Leon, Bi-lingual Legally Exempt Registrar, CCCW

Medication Administration Training (MAT)

The Medication Administration Course (MAT) is required for child care providers who choose to administer medication to children in a child care setting. The MAT Course is highly recommended for child care programs that only administer emergency medication. The course covers all regulations for programs that administer medication, as well as programs that only administer emergency medication, including programs that administer Epi-Pen® and asthma medications only.

**Modality - Age:** ALL
**Training Categories:** (OCFS: 2, 4, 5, 7)
**Trainer:** Elissa Guzzardi, Director, Health Care Consultant Services, CCCW
**Cost:** $150

**Saturday Training Dates: 9:00am - 6:00pm**

- Saturday, January 30  Code: 60130
- Saturday, February 27 Code: 60227
- Saturday, April 30    Code: 60430
- Saturday, May 21     Code: 60521

**Special 2-Part Weekday Training Date:**
March 1 & 2, 9:00am - 1:00pm  Code: 60301

**MAT COURSE REGISTRATION**
To register for a MAT Course, You must use the MAT registration form on page 16
This registration form has specific information and instructions for the MAT course. Payment is due before the course.

For further information, contact Elissa Guzzardi, Director, Health Care Consultant Services at (914) 761-3456, ext. 154 or elissag@cccwny.org

**MAT RENEWALS**
**Skills Competency Testing for 3rd Online Renewal**

*Please be aware there is a new MAT curriculum and it is strongly recommended that you take the course again.*

If you are renewing your MAT Certificate online for the 3rd time, OCFS now requires a test of skills competencies to complete.

To complete the renewal process you must:
1. Complete the online renewal test.
2. Schedule your skills competency test with an approved MAT trainer.
3. Practice for the skills competency test.

Contact Elissa Guzzardi, Director, Health Care Consultant Services at (914) 761-3456, ext. 154 or elissag@cccwny.org for further information and to schedule your technical assistance session and/or skills competency test.
**MEDICATION ADMINISTRATION TRAINING (MAT) COURSE REGISTRATION FORM**

***Payment MUST be included with registration form***

Name of Program: ________________________________

Address of Program: ________________________________

Program Contact Person: ___________________________ Program Phone: __________________ Email: __________________

License / Registration Number (Enter booklet number if you are in the licensing process): ________________________

Date of MAT Course: _____________________________ Code #: __________________

Please list the participant’s name, home address, and phone number:

Name: ___________________________ Address: ___________________________ Phone: __________________

Name: ___________________________ Address: ___________________________ Phone: __________________

Name: ___________________________ Address: ___________________________ Phone: __________________

Cost: $150 per Participant Total # of Participants Attending: _______________ Total Enclosed: _______________

Method of payment: (Check One)
☐ Check / Money Order made payable to Child Care Council of Westchester, Inc.
☐ Credit card: Visa / Master Card (Please circle one)

Name as it appears on credit card: ___________________________

Billing address (include zip code): ___________________________

Credit card #: ___________________________ Expiration date: ___________________________

Signature: ___________________________

1. After you mail in a MAT Course Registration Form with payment you must call the Finance Department at (914) 761-3456 ext. 163 to confirm that you are registered. You will receive email confirmation if you register online or if you have included an email address on the registration form.

2. On the day of the course please note the following:
   A. Bring a photo ID
   B. Bring your Child Care license/ registration number
   C. Bring one medium sized ( 2 7/8” x 2 7/8” ) Post-It Pad & Highlighter
   D. Please bring food, snacks and beverages to sustain you for the day
   E. You must arrive in the CONFERENCE room at the scheduled time, if you are more than 10 minutes late, you may not be admitted.

3. You must be able to READ and WRITE in English. There is one 60 question written exam and a skills demonstration that you must pass in order to earn your Medication Administration Training Certificate. The written exam is open book.

4. Please note that the course may end past 6pm. You must stay until you complete the course, so please be sure you can commit to the entire session. You will not be allowed to leave and make up the difference of the course at a later time.

5. Upon successful completion of the course you will receive a Medication Administration Training Certificate that is valid for three years and you will earn eight (8) hours of training (.8 CEUs) covering four topic areas.

Signature: ___________________________ Date: ___________________________
### Child & Adult Care Food Program (CACFP) Information Sessions

Family and group-family child care providers: Are you interested in receiving hundreds of dollars per year for nutrition reimbursement? Find out about enrolling in the Child and Adult Care Food Program (CACFP).

Attend a free information session and find out how to bring CACFP to your program.

Please call (914) 761-3456, ext. 110 or 167 to register.

**Modality – FG**

**Trainers:** Sydney Hall, CACFP Case Manager, CCCW & Janet Romano Fernandez, CACFP Case Manager, CCCW

**Cost:** FREE - 2 hr. training certificate is provided for this information session.

**FOUR DATES: ALL SESSIONS 10:00am - 12:00pm**

- Wednesday, January 13
- Wednesday, February 10
- Wednesday, March 9
- Wednesday, April 13
- Wednesday, May 11

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### Family & Group Family Day Care Start-Up Information Sessions

Are you interested in opening a child care program in your home? These free sessions provide the basics on family child care, family child care state regulations, and the application process. A family child care program may care for up to 6 children and 2 school age children.

You are required to complete an information session in order to submit an application.

Please call (914) 761-3456, ext. 115 or 118 to register.

**FOUR DATES: ALL SESSIONS 10:00am - 12:00pm**

- Wednesday, January 13
- Wednesday, February 10
- Wednesday, March 9
- Wednesday, April 13
- Wednesday, May 11

**Trainers:** Latoya Ramsey, Alexandra Santana, & Elsa Sanchez, Registrars, CCCW

**Cost:** FREE—No training certificate is provided for information sessions.

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### School Age Child Care Start-Up Information Sessions

Are you interested in opening a school age program that serves children ages 5-12? These free sessions provide the basics on school age care, school age state regulations, and the application process.

You are required to complete an information session in order to submit an application.

Please call (914) 761-3456, ext. 137 or 112 to register.

**TWO DATES: 10:00am - 12:00pm**

- Friday, February 5
- Friday, April 1

**Trainers:** Evelyn Henriques, CCCW & Michele Sardullo, Registrar CCCW

**Cost:** FREE - No training certificate is provided for information sessions.

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### Child & Adult Care Food Program (CACFP) Classes

These sessions are open to family child care providers who are enrolled in the Child and Adult Care Food Program (CACFP). Each enrolled provider must attend one session every year.

Please call (914) 761-3456, ext. 110 to register.

**TWO DATES:**

- Thursday, February 18, 6:30pm - 8:00pm
- Saturday, April 9, 9:00am - 10:30am

**Modality – Age:** FG - ALL ages

**Training Categories:** (OCFS 2)

**Trainers:** Sydney Hall, CACFP Case Manager, CCCW & Lindsay Tiernan, Asst. Director of Provider Services, CCCW

**Cost:** FREE but preregistration is required.

1.5 hr. training certificate will be provided.

*CACFP is an equal opportunity provider*
Child Care Center Start-up Information Session

Thursday, January 28, 6:30pm – 8:30pm
Are you thinking about opening a child care center? This information session will review many of the issues that you need to consider before making this decision. We will discuss many things you need to consider including the need for care in Westchester County, finances, space, the program, OCFS regulations, staffing, and more. The training fee includes an extensive resource and information kit.

Modality/Age: C/ALL
Trainer: Idie Benjamin, Director, Professional Development, CCCW
Cost: $85 Information Kit and Training, $50 Information Kit Only
Training certificates are not given for information sessions.
Code: 60127

Become a Child Development Associate

A Child Care Council 120-hour CDA Credential Course is the first step to becoming a CDA!

Earning the CDA Credential™ has many advantages:
- Advance your career
- Meet job requirements
- Reinforce your commitment to early childhood education
- Provide parents with peace of mind
- Provide an appropriate program for children
- Increase your confidence

The Child Care Council has online and in-person CDA courses. All courses are eligible for EIP funding.

This CDA course is open to professionals who work with infants, toddlers and preschoolers in Westchester County child care centers and family/group family programs.

For more information about the CDA credential and the Council’s CDA courses, please contact Idie Benjamin at idieb@cccwny.org or (914) 761-3456, ext. 108.
On-site Training
Child Care Centers & School Age Programs

CONVENIENT & AFFORDABLE TRAINING OPPORTUNITIES AT YOUR PROGRAM SITE!

Choose any training topic
Curriculum Development
Early Learning Standards/Assessments
Behavior Management/Child Development
Pre-k Common Core Standards
Working with Children with Special Needs
Child Abuse Identification & Prevention
OCFS Regulations
Team Building/Professionalism
Sheltering in Place
Choose your own topic!
It’s that easy!
For more information, contact Dana Doyle at (914) 761-3456, ext. 113 or danad@cccwny.org

On-site Training
Family & Group Family Providers

HOST A TRAINING PARTY!

FOR FAMILY & GROUP FAMILY CHILD CARE PROVIDERS ONLY

Get together at least 6 of your friends or co-workers and your training is FREE.

Pick a topic and a location. We bring the training to you!

Cost: CCCW Members $25 per person
Non-members $35 per person
THE HOST’S TRAINING IS FREE!!!

This offer does not include MAT, Health & Safety or CPR/First Aid Courses

For more information, contact Dana Doyle at (914) 761-3456, ext. 113 or danad@cccwny.org

SUNY Videoconferences

FREE SUNY Videoconferences at the Child Care Council of Westchester

Please check the PDP website for the 2016 dates and topics.

The New York State Office for Children and Family Services funds videoconference trainings, which are produced by the SUNY Early Childhood Education and Training Program.

To register go to visit www.ecetp.pdp.albany.edu. For more information, please call (518) 442 - 6575.

Videoconferences will be held at the
Child Care Council of Westchester : Site 743
313 Central Park Avenue, Scarsdale, NY 10583
# Registration & Payment Policies

## Registration and Payment
When you register for Council trainings, you agree to our registration and payment policies.

Please completely fill out a registration form for each person. Keep a copy for your records. An email address must be included to receive a confirmation notice.

We require registration and payment in advance for all scheduled trainings and classes. This guarantees a space and planning for attendance.

Walk-in registrants MUST pay an additional fee of $5.00 and will be accommodated ONLY if there is space. Training certificates will be mailed after the training and when late fee payments have been received and processed.

Register early. A training can be cancelled if there are not a minimum number of participants.

### Register Online
Go to www.childcarewestchester.org. Scroll down to the “Quick Links” section on the bottom right corner of the home page. Click on the “Register Online for Training” link. Then click on the training you are interested in attending and follow the prompts. An email confirmation will be sent. Online payment is by credit card only.

### Register by Mail or Fax
Fax registration forms with payment information to (914) 885-1110 or mail them to the Child Care Council of Westchester, 313 Central Park Avenue, Scarsdale, NY 10583. An email address must be included to receive a confirmation notice. This is a secure fax line.

Online registration closes at 4 p.m. the day before the training.

Same day registration will be accommodated if there is space. You must register by fax or in person before 4 p.m. the day of the training.

### Payment
Payment may be by check, Visa/MasterCard, American Express, money order, or EIP award certificate. Online payment must be by credit card. There is a $35 returned check fee.

## Fees for Trainings
Fees are listed with each training description. There is a Council member and non-member fee listed.

### EIP Tuition Support
The Educational Incentive Program (EIP) supports career development for child care providers. Scholarships are awarded based on financial need and can be used for Council trainings and conferences. Please call (800) 295-9616 or for an application and Information visit www.ecetp.pdp.albany.edu.

Proof of having applied for EIP is NOT considered payment. Only an EIP award certificate is accepted as payment. If you have applied for EIP but not received the award certificate, you are responsible for payment before the start of the training.

### Credits, Refunds, and Cancellations
There are NO refunds or rescheduling for missed trainings. If a training is cancelled, the participant may choose to have a refund or a credit towards another training.

To receive a refund for a training that you cannot attend, you must notify the Finance Department in writing. You must email or fax a signed request to make a change or to receive a refund for any training at least 48 hours before the scheduled class. Send your written request via e-mail to christinei@cccwny.org or via fax to (914) 885-1110 or by mail to Child Care Council of Westchester, Attn: Finance Dept., 313 Central Park Avenue, Scarsdale, NY 10583.

### Become a Member of the Child Care Council
Council members receive a discount on fees for trainings, on-site trainings, and conferences. For membership information, go to childcarewestchester.org or call 914-761-3456 ext. 106.

### Children
Children are not allowed at trainings or to stay in the lobby during the training. Please make other child care arrangements for your child(ren).

### Cancellation Due to Inclement Weather
Call (914) 761-3456, ext. 510.

### Seating
Seating for trainings begins 15 minutes before the training. No one will be admitted 15 minutes after the start of the training.

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**Register Before the Training**
Register online at www.childcarewestchester.org
The quality of care that children receive between birth and age 5 sets the stage for the rest of their lives. With that in mind, we want to help Westchester’s child care professionals provide the very best care possible. The Child Care Council provides a range of technical assistance services to current or prospective child care providers to help with a wide variety of topics.

We encourage you to take advantage of the Intensive Technical Assistance available from the Council’s Professional Development Department.

We will help you provide infants, toddlers, preschoolers, and school age children with higher-quality care, through on-site observation and one-on-one support from a member of our trained and knowledgeable staff.

We work directly with child care center teachers and directors and home providers and their staff, on every aspect of caring for children and running a child care or after school business. We will:

- Work with you to enhance your program
- Assist in planning and arranging environments, implementing a curriculum, introducing new activities, managing children’s behaviors, and more
- Inform you of best practices for the care and teaching of infants, toddlers, preschoolers and school age children
- Coach and mentor you and your staff
- Assist with a national accreditation process
- Assist your program in preparing for QUALITYstarsNY.

Ready to get started? Contact Idie Benjamin at (914) 761-3456 x108 or idieb@cccwny.org.

CDA - Child Development Associate

The Child Development Associate (CDA) credential is a way for child care professionals to substantially increase your knowledge of the early care and education best practices, demonstrate a commitment to excellence in the area of early childhood care and education, and advance your career in a meaningful way. The Council offers in-person and online CDA courses for infant toddler, preschool, and family care givers. The Council can assist with initial CDA applications and renewals.

Contact Idie Benjamin at (914) 761-3456 x108 or idieb@cccwny.org.

We want you to succeed in providing high quality child care, and in running your business. When you’ve got questions, we’re here to answer them and assist in any way we can. Reach out to us for help with best practices for providing child care, regulations, child behavior, curriculum, quality indicators, business administration practices, marketing, family engagement, children’s health, and more.

The Registration Department assists with the successful completion of the initial or renewal Family Day Care or School Age Child Care application for registration, and helps family child care providers and school age programs who are already registered with the OCFS improve regulatory compliance and promote quality regulated child care.

The Legally Exempt Department provides assistance to providers and parents receiving or applying for a child care subsidy, and to providers who want to complete the legally exempt enrollment application.

The Child and Adult Care Food Program (CACFP) Department helps Family Day Care and Group Family Day Care providers successfully plan nutritious meals and snacks, complete menus and attendance sheets, and remain in compliance with all aspects of CACFP.

For Registration, Legally Exempt, or CACFP, contact Dorothy Jenkins at (914) 761-3456 x123 or dorothyj@cccwny.org.

Health Care Consultant Services

The Council offers a Health Care Consultant Service for OCFS regulated early care and education programs that choose to administer medication.

The Health Care Consultant Service includes:

- Developing a health care plan that reflects program specific needs and meets best practice standards
- Providing supplemental resource & reference materials
- Review and approval of the entire health care plan and other documents related to the program’s medical policy
- Developing medication procedures for your site. At least one site visit with follow-up consultation

Contact Elissa Guzzardi, Director, Health Care Consultant Services at (914) 761-3456, ext. 154 or elisag@cccwny.org.
ONLINE TRAINING

Convenient and Affordable!
24 hours a day—365 days a year

Complete your OCFS training requirements!
Take trainings for CDA renewal!

For a complete list of trainings, fees and registration instructions, go to www.childcarewestchester.org and click on
Child Care Aware Training Academy

For more information, contact Idie Benjamin at (914) 761-3456, ext. 108 or idieb@cccwny.org

RESOURCE CORNER LENDING LIBRARY
FOR CHILD CARE COUNCIL MEMBERS

A FREE lending library of new materials that encourage learning.

Choose from:
• Puzzles and manipulatives
• Puppets
• Dramatic play materials
• Blocks and building materials
• Gross motor equipment

For more information contact Dana Doyle at (914) 761-3456, ext. 113 or danad@cccwny.org

CDA Courses

Become a CDA (Child Development Associate)

Increase your skills & knowledge!
Advance your career!!

The Child Care Council offers in-person & online CDA courses for all modalities.

Financial assistance is available!

For information, contact Idie Benjamin, Director of Professional Development at (914) 761-3456, ext. 108 or idieb@cccwny.org.

Become a 2016 member of the Child Care Council of Westchester

Members receive special benefits including discounts on trainings, access to the Resource Corner and support the work of the Child Care Council.

Go to www.childcarewestchester.org and click on "Members” or call (914) 761-3456, ext. 111.
**Membership Form**

Organization ___________________
Name ________________________
Title _________________________
Address ______________________
City _________________________
State _____ Zip __________
Phone _________________________
Email _________________________
Website _______________________

**Membership Category**

- **Group Family Child Care Provider**
  (One site up to 3 staff members) $50.00

- **Center Based**
  $4.00 x (# of children) = $_____
  All employees in program
  child/licensed capacity up to max. $500
  - Early Childhood Center
  - Nursery School
  - Pre-K Program
  - School Age Program

- **Family Child Care Provider**
  (Applicant plus one staff member) $40.00

- **Individual**
  $40.00
  - Non-Profit Employee
  - Other (Parent, Supporter, etc.)

**2016 Membership Benefits**

**Membership is valid**

January 1st - December 31st

- Listing on our website, including a link to your website
- Free postings on the Council’s job bank
- Membership certificate for your site to post
- Printed Council Training Calendar
- Free access to the Council’s Children’s Resource Corner
- Early announcements of special programs and opportunities
- Free Notary Public Services
- Invitation to attend free member only networking meetings
- Complimentary Council 2015 Calendar
- Participation in our membership referral program
- Invitation to attend exclusive member only annual events

**Payment Options:**

- **Check/Money Order** (payable to Child Care Council)
- **Mastercard**
- **Visa**
- **American Express**

Number _______________________
Expiration Date ____/____/____

Name (PRINT) ___________________
Billing Address ___________________
City __________________________
State __________   Zip _________

Amount $________________
Signature _______________________

**Additional Staff Covered Under Membership**

(if applicable)

Group Family Child Care Provider

1._______________________
2._______________________
3._______________________

Family Child Care Provider

1._______________________

For more information

Contact: Juanita Pope at 914-761-3456 ext. 106
# Training Registration Form

Please copy this form

Please complete a separate form for each person for each training or class.

OR REGISTER ONLINE at www.childcarewestchester.org

<table>
<thead>
<tr>
<th>Title of Training</th>
<th>Code</th>
<th>Cost</th>
<th>Date of Training</th>
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**TOTAL PAYMENT**

**ATTENDEE INFORMATION:**

Name ____________________________________________________________

Address _________________________________________________________________________________________

City/State___________________________________________________________    Zip ________________________

Phone number ____________________________________   Email _________________________________________

Would you like to be a part of our email list?  ☐ Y ☐ N  If yes, ☐ Program Email Address  ☐ Personal Email

**PROGRAM INFORMATION:** Program Name:  _____________________________________________

Director_________________________________________

Program Address _________________________________________________________________________________

City/State_______________________________________________________________   Zip _____________________

Program phone number_____________________________    Program E-Mail _______________________________

**PAYMENT INFORMATION:** All trainings must be paid for in advance.

Council 2015 Membership Number_____________________________ (if applicable)

Payment options

☐ Visa ☐ Master Card ☐ AMEX ☐ Personal Check ☐ Money Order ☐ Business Check ☐ EIP Voucher

Make checks payable to: Child Care Council of Westchester

Name as it appears on credit card ____________________________________________

Credit Card # ________________________ Expiration date ______________

Billing Address_________________________________________________________

City/State___________________________________________________________  Zip __________________

Signature __________________________________________________________

Mail registration form to Child Care Council of Westchester, Attn: Finance Dept.
313 Central Park Avenue, Scarsdale, NY 10583

Fax to (914) 885-1110 OR you can register online at www.childcarewestchester.org.
Para Su Desarrollo Profesional
Enero - Mayo 2016

Ilumina la temporada con entrenamientos en el Child Care Council of Westchester!

Entrenamientos en Español!

La imagen de la portada fue reimpresa con permiso de Candlewick Press
INSCRIPCIÓN Y PAGO

Cuando usted se inscribe para clases con el “Council”, usted se compromete a seguir las políticas de inscripción y pago. Por favor complete la forma de inscripción para cada persona que atenderá a la clase. Guarde una copia para sus archivos. Su inscripción es aceptada a menos que empleados del “Council” se comuniquen con usted. Es mejor para usted inscribirse y pagar por adelantado por cada clase que vaya a tomar, pues de esta forma garantiza su cupo en la clase y así usted puede planear su asistencia en la fecha programada. Si no se inscribe por anticipado, inscribirse el día de la clase tendrá un costo adicional de $5.00. Esto será una opción solamente cupo disponible. Los certificados se enviarán por correo después de que tome la clase y cuando el recargo generado sea recibido y procesado por el Departamento de Finanzas. Inscríbase con anticipación. Las clases podrían ser canceladas si no hay un número mínimo de participantes.

INSCRIBASE ‘ELECTRÓNICAMENTE”

INSCRIBASE POR CORREO O POR FAX
Envíe por Fax la forma de inscripción junto con la información de pago al fax: 914-885-1110 o envíe su inscripción por correo a: Child Care Council of Westchester, 313 Central Park Avenue, Scarsdale, NY 10583. Debe incluir su correo electrónico para que le envíemos la confirmación de su inscripción. La línea de FAX es segura.

La inscripción electrónica debe hacerse antes de las 4 de la tarde del día anterior a la fecha de la clase.

La inscripción realizada el mismo día de la clase se hará solo si hay cupo. Usted tiene que inscribirse por fax o en persona antes de las 4 de la tarde del día anterior a la clase.

El pago debe hacerse con cheque, Visa/Mastercard, “money order”, o beca de “EIP”. Pago electrónico se debe hacer con tarjeta de crédito. Habrá una penalidad de $35 si el cheque no tienen fondos. Prueba de que se ha solicitado la beca de “EIP” NO se considera como pago. Solo la carta de otorgamiento de la beca será aceptada como pago. Si usted hace la solicitud para obtener la beca de “EIP” pero no recibe el certificado de otorgamiento antes de la clase, usted será responsable por el pago de la clase.

COSTO
El costo de cada clase se encuentra en la descripción de cada clase.

EIP APOYO PARA CLASES:
El Programa de Incentivo Educatacional (EIP) apoya el desarrollo educacional de las proveedoras de cuidado infantil. Las becas son otorgadas en base a la necesidad financiera de los participantes y pueden ser utilizadas para clases y conferencias con el “Council”. Por favor llame al 1-800-295-9616 o visite www.ecetp.pdp.albany.edu para obtener la solicitud y más información al respecto.

CRÉDITOS, REENBIOS, Y CANCELACIONES
Si usted no asiste a una clase que haya pagado, NO habrá reembolso del dinero como tampoco podrá reprogramar la clase. Si por el contrario, la clase es cancelada, el participante podrá pedir el reembolso del dinero o ponerlo como crédito para pagar otra clase. Para recibir un reembolso por entrenamiento que no puede asistir, debe notificar al Departamento de Finanzas por escrito. Puede enviar su solicitud por correo electrónico o por fax para hacer un cambio. Para recibir un reembolso de cualquier entrenamiento, debe cancelar por lo menos 48 horas antes de la clase programada. Envíe su solicitud por escrito a través de correo electrónico a christinei@cccwny.org o por fax al (914) 885-1110 o por correo a The Child Care Council of Westcheter, atención al: Departamento de Finanzas, 313 Central Park Avenue, Scarsdale, NY 10583.

SER MIEMBRO DE NUESTRA ORGANIZACIÓN “CHILD CARE COUNCIL”
Los miembros de nuestra organización reciben un descuento en los costos de talleres, clases o conferencias.

NIÑOS:
No es permitido traer niño(s) a la clase (tampoco se pueden quedar en la sala de espera). Por favor haga otros arreglos para el cuidado de sus hijos cuando tenga que tomar clases.

CANCELACION DEBIDO A INCLEMENCIAS DEL TIEMPO:
Llame al (914) 761-3456, ext. 510 para saber si su clase fue cancelada.

INICIO DE LA CLASE:
Los participantes deben tomar su lugar para iniciar la clase 15 minutos antes de que empiece. Nadie será admitido después de 15 minutos de haber comenzado la clase.

INSCRIBASE CON ANTICIPACION
Inscríbase a través del internet www.childcarewestchester.org o también puede inscribirse por correo o por fax. El formulario de inscripción está la página 30
Entrenamientos en Español

Sábado, Enero 30, 9:30am - 3:00pm
Para Nuevos y no tan nuevos Proveedores:
Como iniciar y mantener un programa de cuidado de niños en el hogar de calidad
Este entrenamiento introductorio, para nuevos y no tan nuevos proveedores, le ofrece la oportunidad de aprender y explorar tres de los componentes más importantes de un Programa de Cuidado de Niños en el Hogar:

1. Organización del Espacio
2. Desarrollo Infantil
3. Currículo

Sugerencias prácticas y muchas actividades/ideas fáciles de implementar serán ofrecidas para guiar a los proveedores del cuidado de niños en el inicio y mantenimiento de un programa de cuidado infantil de calidad, organizar el espacio de la casa, y crear actividades curriculares que respondan al desarrollo y necesidades de los niños.

Modalidad - Edad: : FG - TODAS
Tópicos: (OCFS 1, 3, 4) (CBK 1, 4, 7)
Instructora: Aniberca Rosario,
Bi-lingual Quality Improvement Specialist CCCW
Costo: $40 Miembros CCCW/$55 No-miembros
Código: 60131

*5-Horas de entrenamiento a precio de descuento*

Jueves, Abril 14, 6:30pm - 8:30pm
Entendiendo las Regulaciones:
Para Proveedores del Cuidado Infantil
en el Hogar Familia/Grupo
Analizando diferentes situaciones miraremos algunas regulaciones. Cómo podríamos cumplir con lo mínimo que exige el Estado o mejor aún, cómo podríamos superar lo que es requerido?

Modalidad - Edad: : FG, C - TODAS
Tópicos: (OCFS 1, 3) (CBK 5, 7)
Instructora: Aniberca Rosario,
Bi-lingual Quality Improvement Specialist CCCW
Costo: $25 Miembros CCCW/$35 No-miembros
Código: 60415

Sábado, Abril 2, 9:30am - 11:30am
Música y Movimiento para los bebés, niños pequeños y preescolares
Como educadores, somos muy conscientes de que la música y el movimiento involucran y estimulan los niños pequeños. Traer español a la clase de música comunica que los dos idiomas se valoran y ayuda a comprender la clase más fácil. Este taller es de música que todos conocemos, nuevas canciones y juegos también serán parte de este taller. Estaremos usando juguetes, instrumentos y mucha música de todo tipo. Ven a bailar, puedes traer dispositivos de grabación.

Modalidad - Edad: : FG, C - IT, PS
Tópicos: (OCFS S) (CBK 1, 3, 4)
Instructora: Angela Bayer,
Owner/Operator of Little Angels Child Development
Código: 60403
Y/Ó

Sábado, Abril 2 , 12:00pm - 2:30pm
Observación y Comunicación Referente al Abuso Infantil/ Síndrome del Bebé Sacudido
Cuando observamos, comunicamos no sólo lo que vemos sino lo que pensamos, lo que sentimos y lo que suponemos. Miremos el proceso de la observación como un reporte imparcial, preciso, conciso y considerando lo que vemos. También miraremos el síndrome del bebé sacudido.

Modalidad - Edad: : TODAS
Tópicos: (OCFS 1, 6, 8, 9) (CBK 1, 2, 5)
Instructora: Flor Tello,
Bi-lingual Registrar/Data Administrator
Costo: $25 Miembros CCCW/$35 No-miembros
Código: 60403

Costo
Seleccione UNO o elija AMBOS
a un precio REDUCIDO!

$25 Miembros CCCW/$35 No-miembros por UN entrenamiento
O
Regístrese en AMBOS por $40 miembros CCCW/ $60 no-miembros
“CPR” Con AED & Primeros Auxilios

En esta clase vamos a practicar cómo poner en acción nuestras habilidades de CPR. Los estudiantes también van a aprender cómo usar el AED (dispositivo automático externo). Los participantes aprenderán cómo manejar situaciones de emergencias mientras llega ayuda profesional.

La tarjeta de certificación es válida por dos años a través de la organización “American Heart Association”. Todos los estudiantes que completen este curso, recibirán un certificado de entrenamiento de siete horas dado por nuestra agencia “Child Care Council of Westchester”. La clase cumple con los requisitos de OCFS.

**Fechas**
- Sábado, Febrero 20, 9:00am - 4:00pm Código: 60221
- Sábado, Abril 16, 9:00am - 4:00pm Código: 60416

**Modalidad/Edad**: TODAS
**Categorías de entrenamiento**: (OCFS 2, 3, 4)
**Entrenadores**: Jose Leon
Certificado Asociación Americana del Corazón y Instructor de “CPR & First Aid”
**Costo**: $95 CCCW Miembros, $105 No-miembros

Capacitación en Salud y Seguridad

El Estado de Nueva York requiere que las proveedoras de cuidado infantil tomen este curso de 15 horas antes de recibir su Registro o Licencia.

Cuando usted tome este curso recibirá un cupón válido por 90 días para que tome gratuitamente una clase regular en el “Council” (no incluye MAT, primeros auxilios, conferencias y eventos especiales).

Llame al (914) 761-3456, ext. 124, para obtener información sobre las fechas disponibles.

**Fechas**
- Sábado, Enero 9 & 16, 9:00am - 5:00 pm Código: 60109
- Sábado, Marzo 5 & 12, 9:00am - 5:00 pm Código: 60305
- Sábado, Mayo 7 & 14, 9:00am - 5:00 pm Código: 60507

**Modalidad – Edad**: Solamente para F & GF
**Tópicos**: (OCFS 2, 4, 5, 6, 7, 8, 9) +
**Instructora**: Flor Tello,
Bilingual Registrar/Data Administrator, CCCW
**Costo**: $275

Convertíase en miembro del Child Care Council of Westchester
Membresía 2016
¡Disponible Ahora!!
Go to www.childcarewestchester.org and click on “Members” or call

INSCRÍBASE CON ANTICIPACION
Inscribase a través del internet www.childcarewestchester.org
o también puede inscribirse por correo o por fax.
El formulario de inscripción está la página 30.
Registracion Sesión de Información

Sesión de Información: Cuidado Infantil Familiar
Para las personas que están interesadas en obtener su “Registro” como proveedoras de cuidado infantil, estaremos ofreciendo una sesión de información gratuita acerca de diferentes aspectos tales como regulaciones, espacio físico y aspectos financieros.

Por favor llame al (914) 761-3456 ext. 124 para registrarse.

**Fechas - 10:00am - 12:00pm**
Jueves, Enero 7
Miércoles, Marzo 2
Miércoles, Mayo 4

**Modalidad - Edad:** F, G
**Instructora:** Flor Tello, Bilingual Registrar/
Data Administrator, CCCW

**Costo:** Gratis

*No se darán certificados de asistencia*

Child & Adult Care Food Program (CACFP)

**Child & Adult Care Food Program (CACFP) Sesiones de Información**
Para las proveedoras de cuidado infantil que están interesadas en participar en el programa de comida, estaremos ofreciendo una sesión de información sobre los diferentes aspectos del programa de comida para que puedan solicitar el reembolso de parte del dinero que utilizan en la alimentación de los niños(as) bajo su cuidado.

Por favor llame al (914) 761-3456, ext. 124 o a la ext. 203 para inscribirse.

**Fechas - 10:00am - 12:00pm**
Miércoles, Enero 6
Miércoles, Febrero 3
Miércoles, Marzo 2

**Trainer:** Janet Romano-Fernandez,
CACFP Bi-lingual Case Manager

**Costo:** Gratis - Se dará un certificado por 2 horas de clase en los temas de Salud y Nutrición

*CACFP es un programa de participación para todos*

**Child & Adult Care Food Program (CACFP) Clases**
Programa de comida
Clases de CACFP – Gratis
Para proveedoras de cuidado infantil que actualmente participan en el programa de comida (CACFP). Todo proveedor registrado en el programa de comida debe asistir a una clase cada año.

Para registrarse favor de llamar al (914) 761-3456, ext. 203 o 124

**Fechas**
Sábado, Enero 16, 10:30am - 12:00pm
Miércoles, Marzo 23, 6:30pm - 8:00pm
Sábado, Mayo 14, 10:30am - 12:00pm

**Trainer:** Janet Romano-Fernandez,
CACFP Bi-lingual Case Manager

**Costo:** Gratis - Se dará un certificado por 1.5 horas de clase en los tópicos de Salud y Nutrición

*CACFP es un programa de participación para todos*
**Inscripción Para Clases**

Por favor copie este formulario.
Por favor utilice un hoja por persona.

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**INFORMACIÓN PERSONAL**

Nombre: __________________________________________

Dirección: __________________________________________
Ciudad/Estado: __________________________ Código postal: __________

Número de teléfono de casa: __________________________

Email/Correo electrónico: __________________________

La gustaría estar en nuestra lista del correo electrónico?

☐ Correo electrónico del programa  ☐ Correo electrónico personal

**INFORMACIÓN DEL PROGRAMA** - Nombre del programa: __________________________________________

Director: __________________________________________

Dirección del programa: __________________________________________
Ciudad/Estado: __________________________ Código postal: __________

Número de teléfono del programa: __________________________

Correo electrónico del programa: __________________________

**INFORMACIÓN DE PAGO** - Todos los talleres y clases deberán pagarse por adelantado.

Número de membresía con el “Child Care Council” (2015): ______________________ (si es aplicable)

Hacer cheques a nombre de: Child Care Council of Westchester

Opciones de pago:

☐ Visa  ☐ Master Card  ☐ AMEX  ☐ Personal Check  ☐ Money Order  ☐ Business Check  ☐ EIP Voucher

Nombre tal y como aparece en la tarjeta de crédito: __________________________

Tarjeta de crédito #: __________________________ Fecha de Expiración: __________

Dirección tal y como aparece en tarjeta de crédito: __________________________

Ciudad/Estado: __________________________ Código postal: __________

Firma: __________________________________________

Envíe la forma de inscripción al:
Child Care Council of Westchester, 313 Central Park Avenue, Scarsdale, NY 10583
o envíe por Fax al (914) 885-1110
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