**Child Care Training Classes via Conference Call-August**

Child Care Providers:

Due to the COVID-19 Crisis, one of the ways Family Guidance Center’s Child Care Education and Training Program will be offering child care training classes is via a Conference Call System. Listed below are the classes that are available for July 2020 using this system.

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| --- | --- | --- | --- | --- | --- | --- |
| **Title of Class** | **Time and Date** | **Preview must be received by** | **State Category** | **CCDF Area** | **APCK**  **Area** | **CDA**  **Area** |
| *Behavior Management* | **8/3/20**  6:00 – 7:00 pm | 7/31/20 | PDG | 15 | CGD | 3 |
| *Not Just A Babysitter-Components of a Child Care Professional* | **8/10/20**  6:00 - 7:00 pm | 8/7/20 | CCPF | 16 | ICFC | 6 |
| *Building and Physical Premises Safety* | **8/12/20**  12:00 -1:00 pm | 8/10/20 | HSUP | 5 | HSN | 1 |
| *Emergency Preparedness* | **8/24/20**  6:00 –7:00 pm | 8/21/20 | HSUP | 8 | HSN | 1 |
| *Especially for Directors:*  *How Can I Support A Positive Working Environment?* | **8/26/20**  1:00 –2:00 pm | 8/24/20 | AM | N/A | MA | 5 |

The steps to participate in these training sessions are:

* Register for the class or classes by calling 712-7777 ext. 227. You will need to provide an email address and a phone number.
* We will need an email address or a fax number so we can send the Preview Questions.
* Once you receive the Preview Questions you will need to answer them and return them by email or fax.
* When we have received the answers to the Preview Questions, you will be emailed or faxed directions to access the conference phone system.
* A few minutes before the start time for the class, call the phone number provided.
* After the 1-hour class, the staff member will email or fax the Review Questions and Evaluation.
* Complete the Review Questions/Evaluation and email or fax to the staff member.
* After the Preview/Review Questions have been graded, a certificate for 1 hour of credit will be mailed to you.

**We must receive all paperwork by the due date in order to participate in the training session. If any paperwork is missing, you will not be able to receive a certificate for the training session.**

If you have any questions, please contact us. Thank you for your flexibility and understanding as we make these necessary adjustments to our training session delivery process.