

Dear Providers,

Attached you will find Part 1 (September-December) of the trainings Robeson County Partnership for Children, Inc. (RCPC) will provide this year. The Part 2 training calendar will be emailed out in late November. On the attached calendar you will find information concerning the price of each training.

 Please read the training policies carefully, to ensure that you register for the trainings you and your staff need. If you have any questions or concerns about the training policies please feel free to call Emily Evans (910-738-6767 ext. 295).

Thank You,

Emily Evans

Librarian

210 East 2nd Street

Lumberton, NC 28358



**Robeson County Partnership for Children, Inc. Training Policies**

* In order to register for a class, the registration form and payment must be returned by the registration deadline. Your registration payment holds your space, so please register as early as possible. Your name will not be added to the list of participants until payment has been received.
* Please make copies of the registration form and turn them in with the registration.
1. Individual participants can submit a registration form and payment for one or more

 trainings.

1. Directors may turn in one registration form and payment for multiple participants. Please attach a list of participants with the registration form. **Fees are non-refundable.** Directors are allowed to substitute another individual if original participant is not able to attend the specific training. (EX: 5 people are signed up for lesson planning. If one individual cannot attend then you can substitute another individual. Please be reminded, your fee will not be refunded if 5 participants do not attend).
* Payment for trainings will **not** be accepted at the door.
* Registration fees will be accepted in the form of credit card, check, cash, or cashier’s check.
* Fees are **non-refundable** unless the class is cancelled. If fees are not collected from at least 5 recipients the trainings may be cancelled. You will be notified in advance of any cancellations.
* Please arrive on time for all trainings. If you are **more than 15 minutes** late, you **will not receive credit** for attending the training.
* Please be respectful of others. Refrain from having conversations with neighbors or using cell phones during training sessions. The trainer reserves the right to ask any disruptive individuals to leave and credit will not be given.
* Children and/or other non-registered guest are **not** allowed to attend training events.

* Our workshops are learning environments and we expect each participant to come prepared with pen and paper.
* A training certificate will be provided for each training. Please make copies for employment and/or personal use. RCPC will charge a $3.00 fee to re-print any training certificates.
* All training events will follow the Robeson County government offices cancellation for inclement weather.

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| **August****Training Opportunities****2019/2020**We look forward to seeing you in trainings! Please remember in order to register for class, you must return the registration form and payment by the registration deadline. Your registration payment holds your space, so please submit your registration as soon as possible. |
|  |  **NO TRAININGS** |  |
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| **September** |
| Thursday, Sept. 56:30 pm-8:30 pmRCPC | **Handwashing & Diapering (2 CHC)****Trainer: Amanda Lovette**This training will help childcare providers on how to properly dispose of diapers and the proper way to wash hands to destroy germs and keep down illnesses. | Cost: $10 per personRegistration Deadline:September 4 |
| Tuesday, Sept. 176:30 pm-8:30 pmRCPC | **ITS-SIDS (2 CHC)****Trainer: Sharon Ware**This training will cover the NC Safe Sleep guidelines including safe practices, sleep charts, and room environment. | Cost: $10 per personRegistration Deadline:September 12 |
| Saturday, Sept. 219:00 am-12:00 pmRCPC | **CPR/First Aid****Trainer: John Carroll**Participants will complete the American Heart Association requirements to receive a certification in CPR and First Aid. Participants will receive a CPR/First Aid Certification card, but no Contact Credit Hours | Cost: $15 per personRegistration Deadline:September 19 |
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| **October** |
| Monday, Oct.76:00 pm-8:00 pmRCPC | **Ready, Set, Go (2 CHC)****Trainer: Marissa Cox**This training will help early childcare and preschool professionals with training and coaching on the use of strategies and techniques that are applied in their classrooms when working with children with challenging behaviors.\*DO NOT REGISTER FOR THIS TRAINING IF YOU HAVE HAD IT WITHIN THE LAST 12 MONTHS. NO CREDIT WILL BE GIVEN | Cost: FreeRegistration Deadline:October 3 |
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| Tuesday, Oct. 156:30 pm-8:30 pmRCPC | **ITERS (2 CHC)****Trainer: Amanda Lovette**Participants will receive training on how to use the ITERS-R environment rating scale. | Cost: $10 per personRegistration Deadline:October 10 |
| Tuesday, October 296:00 pm-8:30 pmRCPC | **Medication Administration (2.5 CHC)****Trainer: Sharon Ware**Attendees will receive a comprehensive overview of rules in regard to medication administration in the child care setting. | Cost: $15 per personRegistration Deadline:October 24 |
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| **November** |
| Thursday, Nov. 146:30 pm-8:30 pmRCPC | **ECERS-R (2 CHC)****Trainer: Amanda Lovette**Participants will receive training on how to use the ECERS-R environment rating scale. | Cost: $10 per personRegistration Deadline:November 12 |
| Tuesday, Nov. 196:00 pm-8:30 pmRCPC | **Emergency Preparedness (2.5 CHC)****Trainer: Sharon Ware**(Limited to only 1 participant per center)This training is specifically for employees who will be creating the new Emergency Preparedness plan for their center. | Cost: $15 per personRegistration Deadline:November 14 |

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| **December** |
| Saturday, Dec. 79:00 am-12:00 pmRCPC | **CPR/First Aid****Trainer: John Carroll**Participants will complete the American Heart Association requirements to receive a certification in CPR and First Aid. Participants will receive a CPR/First Aid Certification card, but no Contact Credit Hours | Cost: $15 per personRegistration Deadline:December 4 |