

Dear Providers,

Attached you will find Part 2 (February-May) of the trainings Robeson County Partnership for Children, Inc. (RCPC) will provide this year. 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 Sandra Newkirk (910-738-6767 ext. 286).

Thank You,

Sandra Newkirk

Quality Enhancement Specialist



**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 cash, check, or cashier’s check.
* Fees are **non-refundable** unless the class is cancelled. If fees are not collected from at least 10 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.

#### Training Opportunities

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

|  |  |  |
| --- | --- | --- |
| February | | |
| **Tuesday, Feb 7 & Tuesday, Feb 21**  6:30 p.m. - 8:30 p.m. Robeson County Partnership for Children, Inc.  (RCPC) | **Emergency Preparedness and Response**  **(5 CHC) Trainer: Robin McLean**  (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 person  Registration Deadline:  January 24  Participants must attend both trainings in order to receive credit |
| Thursday, Feb 16  6:30 p.m. - 8:30 p.m.  Robeson Community College (RCC)  Workforce Development Building | **Positive Reinforcement in Early Childhood**  **(2 CHC) Trainer: Pam Palanza**  Rules and limits are an essential element of any successful early childhood classroom. This workshop will highlight how to effectively set up and reinforce those rules and limits. | Cost: $10 per person  Registration Deadline:  February 2 |
| Tuesday, Feb 28  6:30 p.m. - 8:30 p.m.  RCPC | **An Overview of the Early Childhood Environmental Rating Scale- Revised Edition (ECERS-R) (2 CHC)**  **Trainer: Sandra Newkirk** | Cost: $10 per person  Registration Deadline:  February 14 |
| March | | |
| Tuesday, Mar 7  6:30 p.m. - 8:30 p.m.  RCC | **Preventing Power Struggles with Preschoolers (2 CHC) Trainer: Karen Walker**  Young children usually have very few opportunities to make choices about what they do and when they do it. Come learn the five steps to using the choice making strategy and discover how easily you can short-circuit power struggles with your preschoolers. | Cost: $10 per person  Registration Deadline:  February 21 |
| Saturday, Mar 18  9:00 a.m. - 12:00 noon  RCPC | **CPR/First Aid (No CHC provided)**  **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: $10 per person  Registration Deadline:  March 3 |
| Saturday, Mar 25  8:30 a.m. - 1:00 p.m.  RCPC | **Medication Administration (4.5 CHC)**  **Trainer: Robin McLean**  Attendees will receive a comprehensive overview of rules in regard to medication administration in the child care setting. | Cost: $15 per person  Registration Deadline:  March 10 |
| April | | |
| **Tuesday, April 4**  **&**  **Tuesday, April 18**  6:30 p.m. - 8:30 p.m.  RCC | **Art of Communication/Effective Listening**  **(4 CHC) Trainer: Kim Pevia**  Providers will learn how to authentically communicate and the barriers that stop authentic communication. Providers will practice listening skills and response techniques to support a more effective learning experience for the center. | Cost: $15 per person  Registration Deadline:  March 21  Participants must attend both trainings in order to receive credit |
| Saturday, Apr 8  9:00 a.m. - 11:00 a.m.  RCPC | **ITS-SIDS (2 CHC)**  **Trainer: Cynthia Lester**  This training will cover the NC Safe Sleep guidelines including safe practices, sleep charts, and room environment. | Cost: $10 per person  Registration Deadline:  March 24 |
| **May** | | |
| Thursday, May 4  6:30 p.m. - 8:30 p.m.  RCC  Workforce Development Building | **Outdoor Activities for Infants through Five**  **(2 CHC) Trainer: Pam Palanza**  Playing outside daily is an opportunity for children to explore their natural environment, have fun, and exercise their bodies. The focus of this training will be on activities and games for infants through five that engage children and enhance their growth and development | Cost: $10 per person  Registration Deadline:  April 20 |
| Saturday, May 6  8:30 a.m. - 12:30 p.m.  RCPC | **Playground Safety (4 CHC)**  **Trainer: Cynthia Lester**  This training will help childcare providers become more aware of the potential hazards and safety issues within the playground and outdoor play equipment and provide ways to prevent childhood injuries. Emphasis will be placed on meeting state guidelines. | Cost: $15 per person  Registration Deadline:  April 21 |
| Tuesday, May 9  6:30 p.m. - 8:30 p.m.  RCPC | **Bloodborne Pathogens (2 CHC)**  Participants will learn about bloodborne pathogens and standards for prevention of the spread of infections. | Cost: $10 per person  Registration Deadline:  April 25 |