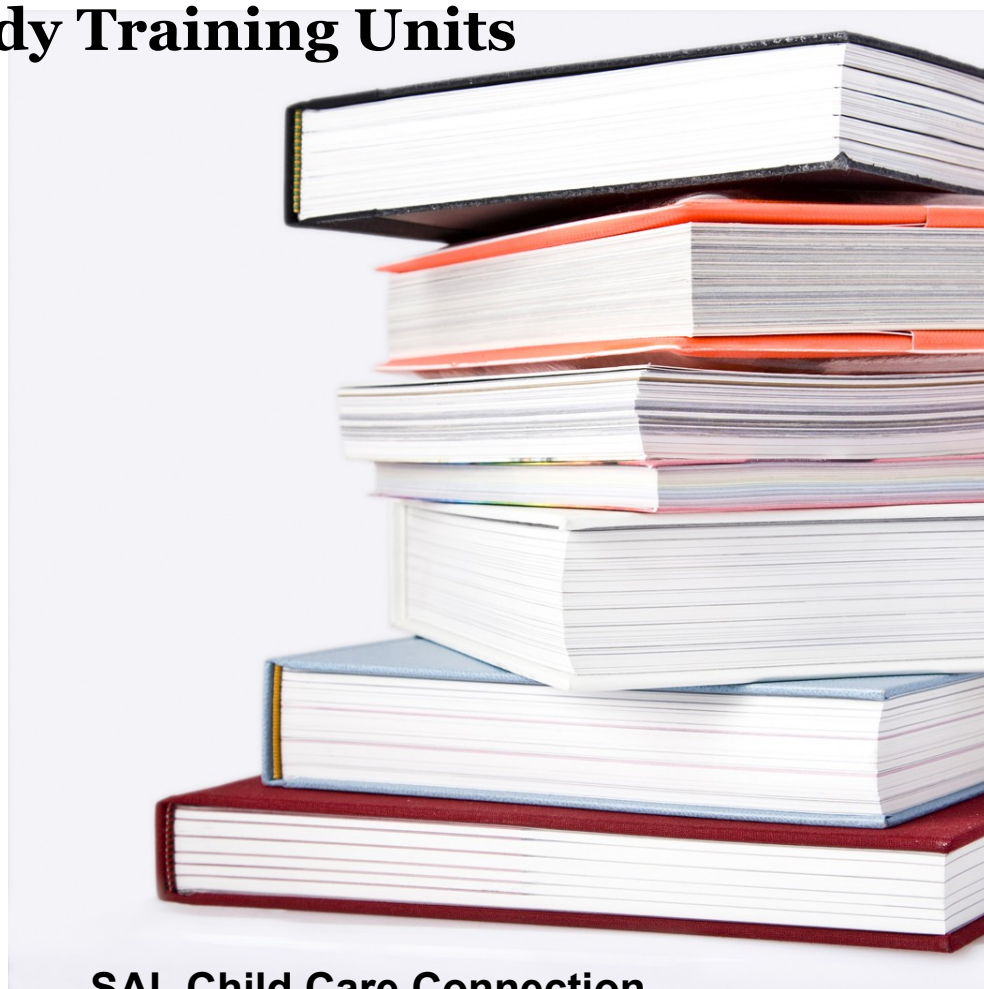




*A program of SAL Family and Community Services*

## PROFESSIONAL DEVELOPMENT

### **Self-Study Training Units**



**SAL Child Care Connection**

3425 N. Dries Lane ♦ Peoria, IL 61604

309.686.3750 ♦ [mgreen@salccc.org](mailto:mgreen@salccc.org)

# SAL Child Care Connection Resource & Referral

*Child Care Connection is committed to strengthening and supporting the child care system so that families have access to affordable, quality care, and education.*

## INTRODUCTION

The knowledge and skill of the caregiver/teacher is one of the most significant and direct influences on the quality of child care. Training is important to improving your skills in working with young children and families. Child Care Connection is now offering an opportunity to earn in-service credit hours at home through our self-study training program. This program is open to Family Child Care providers living in Bureau, LaSalle, Marshall, Putnam, and Stark counties.

You can now earn two hours of in-service credit upon the satisfactory completion of a Self-Study Training Unit. Each unit includes study material, video, and assessment questions for you to complete. After completing all requirements, you will receive a Certificate of Completion from Child Care Connection.

## SELF-STUDY TRAINING CATEGORIES

These units offer in-service hours organized in eight subject/content areas of the Child Development Associate Credential (CDA):

- 1) Health and Safety: Planning a safe and healthy learning environment
- 2) Physical and Intellectual Development: Steps to advance children's physical/intellectual development
- 3) Social and Emotional Development: Positive ways to support children's social and emotional needs
- 4) Relationships with Families: Strategies to establish productive relationships with families
- 5) Program Operation: Strategies to manage an effective program operation
- 6) Professionalism: Maintaining a commitment to professionalism
- 7) Information Collection: Observing and recording young children's behaviors
- 8) Child Development: Principles of child growth and development

## SELF-STUDY CHECK OUT GUIDELINES/POLICIES

The self-study videos and material may be checked out from Child Care Connection using the following guidelines:

- Requests for Self-Study Training Units are processed on the 1st and 3rd Thursday of each month
- Self-Study Training Units can be checked out for two weeks at a time
- Providers are eligible to check out and complete no more than three Self-Study Training Units per year
- Cost to check out each Self-Study Training Unit is \$12. This is payable at the time the unit is checked out. This covers: assessment evaluation, support material, and certificate
- In order to check out a Self-Study Training Unit, the provider must complete and mail a Self-Study Registration form to:

### SAL CHILD CARE CONNECTION

Attn: Melissa Green

3425 N. Dries Lane, Peoria, IL 61604

- After a Self-Study Registration form has been received by Child Care Connection, the Self-Study Training Unit will be mailed on either the 1st or 3rd Thursday of the month
- There will be a \$1 late fee charge for each calendar day (after the due date) the Self-Study Training Unit is not returned
- Only one Self-Study Training Unit may be checked out at a time
- Each video is about 30 minutes and when combined with the Self-Study questions and activities the unit is worth two hours of in-service credit
- A Certificate of Completion (accepted by IDHS) will be mailed to the provider upon successful completion of the assignment and the return of the Self-Study Training Unit

Each Self-Study Training Unit includes:

- |                             |                      |
|-----------------------------|----------------------|
| Video                       | Assessment Questions |
| Registration Form           | Activities           |
| Study Guide and/or Overview |                      |

## SELF-STUDY TRAINING UNITS OVERVIEW

TRAINING CONTENT AREA: HEALTH & SAFETY –  
PLANNING A SAFE AND HEALTHY LEARNING ENVIRONMENT

### **The Whole Child – Handling Daily Routines**

---

Description: Emphasizes the importance of maintaining a reasonable balance between conformity to group procedures and adjustment to individual needs of children. Introduces techniques for helping children move easily and comfortable through the routines of the child care environment.

Content Area: Health & Safety

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check Out Period: 2 Weeks

TRAINING CONTENT AREA: PHYSICAL/  
INTELLECTUAL DEVELOPMENT—STEPS TO ADVANCE  
CHILDREN'S PHYSICAL/INTELLECTUAL DEVELOPMENT

### **The Whole Child – Development Of The Physical Self**

---

Description: Learn how to follow good health practices, and how to provide a secure environment and safe activities that will help bring the children's physical development to its fullest potential.

Content Area: Physical/Intellectual Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check Out Period: 2 Weeks

### **The Whole Child – Fostering The Development Of Language Skills And Emergent Literacy**

---

Description: Looks at how language is acquired and then examines basic principles of language instruction in the pre-school. Emergent literacy is defined as it relates to reading, writing, and mathematics, and ways to foster its growth are explored.

Content Area: Physical/Intellectual Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check Out Period: 2 Weeks

### **The Whole Child – Developing Thinking And Reasoning Skills**

---

Description: Examines basic, humanistic learning priorities that will help the provider to understand the importance of developing children's cognitive selves at an appropriate level and through suitable methods. Piaget's basic concepts are described and their relevance to children's learning is explained.

Content Area: Physical/Intellectual Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check Out Period: 2 Weeks

### **Good Talking With You: Now You're Talking – Techniques That Extend Conversation**

---

Description: Focuses on techniques which can be used to develop conversations with young children. Child care providers will see how techniques can be used with children with a broad range of language skills, from three year-olds with limited language to five year-olds with excellent language skills.

Content Area: Physical/Intellectual Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check Out Period: 2 Weeks

### **The Shared Language Time: Beginning Reading Through Rhymes, Songs, Poems, and Big Books**

---

Description: Procedures for conducting shared language time will be modeled, as will the use of big books, charts, pocket charts, and other materials designed to acquaint young children with the functions, forms, and conventions of print. Many strategies for encouraging children to respond to literature through a variety of hands-on activities will be examined.

Content Area: Physical/Intellectual Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**TRAINING CONTENT AREA: SOCIAL AND EMOTIONAL DEVELOPMENT—POSITIVE WAYS TO SUPPORT CHILDREN'S SOCIAL AND EMOTIONAL NEEDS**

**The Whole Child—Fostering Mental Health In Young Children**

---

Description: Focuses on children's emotional health. Practical things the provider can do that will help children achieve healthy emotional development are examined and illustrated.

Content Area: Social/Emotional Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**The Whole Child—Developing Self-Esteem In Young Children**

---

Description: An approach intended to help children internalize feelings of self-esteem by developing competence.

Content Area: Social/Emotional Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**The Whole Child – Developing Social Competence In Young Children**

---

Description: A multitude of social learning skills are discussed, with seven of the most vital ones exemplified in-depth. Each skill is cast in terms of a goal and accompanied by some suggestions about how the provider can help young children move toward that goal.

Content Area: Social/Emotional Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**The Whole Child – Helping Young Children Establish Self-Discipline And Self-Control**

---

Description: Ideas and techniques that will help the provider deal with the issue of discipline and at the same time enable children to achieve self-control by fostering the development of inner controls are examined.

Content Area: Social/Emotional Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**The Whole Child – Providing Cross-Cultural, Nonsexist Education**

---

Description: A look at two approaches when one is considering the questions of multicultural and nonsexist curriculum.

Content Area: Social/Emotional Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**Painting A Positive Picture: Proactive Behavior Management**

---

Description: Focuses on increasing knowledge of children's behavior, planning effective strategies to use in childcare and home, and developing a desire to use learned behavior management strategies.

Content Area: Social/Emotional Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**TRAINING CONTENT AREA: RELATIONSHIPS WITH FAMILIES—STRATEGIES TO ESTABLISH PRODUCTIVE RELATIONSHIPS WITH FAMILIES**

**The Whole Child—Communicating With Families**

---

Description: Focuses on getting along with families and welcoming them into the day care setting.

Content Area: Relationships with Families

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**Making Quality Children’s Literature Available to Every Child: Choosing and Using Literature**

---

Description: Suggestions for selecting a variety of multicultural literature-fiction, non-fiction, poetry, strategies for sharing this literature with children, and ways to promote family storybook reading in the home.

Content Area: Relationships with Families

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**TRAINING CONTENT AREA: PROGRAM OPERATIONS—STRATEGIES TO MANAGE AN EFFECTIVE PROGRAM OPERATION**

**Come Join In, Guidelines For Successful Group Times**

---

Description: Group time or circle time? Focuses on three key guidelines that caregivers can use to plan and lead successful group times.

Content Area: Program Operations

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**TRAINING CONTENT AREA: PROFESSIONALISM—MAINTAINING A COMMITMENT TO PROFESSIONALISM**

**Developing A Literacy-Rich Environment**

---

Description: Highlighted are the importance of recognizing and appreciating children’s home cultures and demonstrates strategies for building upon the uses of language and literacy through existing home experiences. Also included is information and resources to enable caregivers and parents to evaluate their learning environments with respect to literacy, and then to enrich those environments to extend literacy experiences in many ways.

Content Area: Professionalism

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks

**TRAINING CONTENT AREA: CHILD DEVELOPMENT—PRINCIPLES OF CHILD GROWTH AND DEVELOPMENT**

**The Whole Child – Infants In Group Care**

---

Description: Helps beginning caregivers “get their bearings” when working with children under the age of three. Learn the importance of providing high-quality care and the essential principles in so doing.

Content Area: Child Development

Cost: \$12

Credit: 2 Clock Hours

Registration Type: Mail-In Self-Study Registration Form

Check out period: 2 Weeks



A program of SAL Family and Community Services

Complete both sides of this form and mail with payment to:

SAL Child Care Connection

Attn: Melissa Green, Professional Development Assistant

3425 N. Dries Lane ♦ Peoria, IL 61604

Make check payable to: SAL Child Care Connection

The information requested on this application is required by the Department of Human Services and is entered into the Data Tracking Program administered through Child Care Connection. This information is confidential and is not released to outside agencies or vendors.

FALL—WINTER 2011

FORM MAY BE DUPLICATED

Self-Study Mail-in Registration Form (please print)

One registration form for each Self-Study Training Unit

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Place of Employment \_\_\_\_\_

Work Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please indicate your current position:

- Family Child Care Provider
Assistant in a Family Child Care Home
Other

Is your program licensed through the Department of Children and Family Services (DCFS)?

Does your program currently serve children on the Child Care Assistance/IDHS program?

What ages of children do you currently serve? Please check all that apply.

- Infants (6 weeks-14 months)
Two Year Olds (24 months-35 months)
Preschoolers (3 years-4 years)
Toddlers (15 months-23 months)
School Ageds (5 years and older)
No Ages Served

see reverse [hand icon]

FOR OFFICE USE ONLY
Date Material Mailed \_\_\_\_\_ Material Mailed by \_\_\_\_\_
Date Material Due Back \_\_\_\_\_ Date Material Returned \_\_\_\_\_

# Self-Study Registration Form

Cost: \$12 per Self-Study Unit (includes return postage, certificate, and support material) Indicate **1st, 2nd, and 3rd Choice** (only one unit can be checked out at a time)

<b>Enter Choice</b>	<b>Title</b>
<input type="checkbox"/>	The Whole Child – Handling Daily Routines
<input type="checkbox"/>	The Whole Child – Development of the Physical Self
<input type="checkbox"/>	The Whole Child – Fostering the Development of Language Skills and Emergent Literacy
<input type="checkbox"/>	The Whole Child – Developing Thinking and Reasoning Skills
<input type="checkbox"/>	Good Talking with You: Now You're Talking – Techniques That Extend Conversation
<input type="checkbox"/>	The Shared Language Time: Beginning Reading Through Rhymes, Songs, Poems, and Big Books
<input type="checkbox"/>	The Whole Child – Fostering Mental Health in Young Children
<input type="checkbox"/>	The Whole Child – Developing Self-Esteem in Young Children
<input type="checkbox"/>	The Whole Child – Developing Social Competence in Young Children
<input type="checkbox"/>	The Whole Child – Helping Young Children Establish Self-Discipline and Self-Control
<input type="checkbox"/>	The Whole Child – Providing Cross-Cultural, Nonsexist Education
<input type="checkbox"/>	Painting a Positive Picture: Proactive Behavior Management
<input type="checkbox"/>	The Whole Child – Communicating with Families
<input type="checkbox"/>	Making Quality Children's Literature Available to Every Child: Choosing and Using Literature
<input type="checkbox"/>	Come Join In, Guidelines for Successful Group Times
<input type="checkbox"/>	Developing a Literacy-Rich Environment
<input type="checkbox"/>	The Whole Child – Infants in Group Care

I have read and completed the Self-Study registration form. I understand that I am responsible for the care and return of the Self-Study Training material that is being requested. If the Self-Study Training material is damaged, missing items or not returned I agree to pay SAL Child Care Connection replacement cost and/or any late fee charges.

\_\_\_\_\_  
PROVIDER'S SIGNATURE

\_\_\_\_\_  
DATE