



CDSC TRAINING CALENDAR

Fall 2009 & Winter 2010



Register Today!

718-398-6738 | www.cdscnyc.org

Thank You For Choosing CDSC



AGENCY HOLIDAY OBSERVANCE

November 2 Black Solidarity Day

November 26-28 Thanksgiving Break

December 25-26 Christmas Day

January 1-2 New Year's Day

January 18 Martin Luther King, Jr.

February 15 Presidents' Day

CDSC's training and professional development program has an established history of providing quality training to family and group family child care providers, center directors, child care staff, and parents. Trainings are offered in early childhood development, entrepreneurship, and personal growth. Our objective is to give child care professionals and parents the skills required to provide a nurturing early learning environment for infants, toddlers, preschoolers, and school-age children.

Our trainings are affordable and scheduled at convenient times to meet the needs of adult learners. We offer evening and weekend classes, as well as classes for Spanish speakers at a site easily accessible by public transportation. All trainings are led by a team of culturally diverse, experienced, skilled and qualified trainers.

We look forward to your participation in our training courses, workshops and special events. Our commitment is to offer quality training opportunities and technical assistance to the Child Care community. The Child Care Services staff of CDSC will continue to provide resources and information to inform the community of parents, workers, political officials and all concerned with Quality Child Care for all children and families.

We encourage you to explore our Fall 2009 & Winter 2010 CDSC Training Calendar. Please come by to register and discuss your training needs. We are available by phone or a click away on our website.

Together we will create a world of Quality Child Care for the children of NYC!

Sincerely,

Anita Franklin, Director of Child Care Services

Policy On Non-Discrimination

The Child Development Support Corporation does not discriminate on the basis of age, sex, sexual orientation, religion, race, color, nationality, ethnic origin, disability, or veteran or marital status in its participants, access to training, and administration of training policies.

About CDSC


CDSC is a private, not-for-profit, community-based organization established in 1975 to provide a range of social services to families in Central Brooklyn, New York. CDSC's motto, **Building Communities By Strengthening Families**, is a constant reminder of our mission: "to provide programs that empower families by helping them to acquire the knowledge and skills necessary for successful living in today's society."

CDSC began as a self-help group headed by parents to provide child care for families in the Fort Greene and Bedford-Stuyvesant sections of Brooklyn, New York. From our modest beginnings of providing the single service of on-site childcare, we have evolved into a multi-service organization that provides a wide range of services to children, youth, and families. We are motivated by the belief that vibrant, healthy communities start with strong, secure families.

Our unique ability to recognize and adapt to changing community circumstances and needs enables us to continually provide proactive, responsive, relevant, and quality programs and services to our clients. As a result, our work has a tremendous impact in a wide range of communities.

We currently provide numerous social programs and services to the community, including: Preventive Services; After-School Youth Activities; Head Start; Child Care Resource & Referral; a Community Law Office, Free Public WiFi, and an Emergency Food Pantry.

CDSC is under the leadership of Marcia Rowe-Riddick, Executive Director and numerous proactive community members who serve on the Board of Directors.



American Cancer Society
MAKING STRIDES
Against Breast Cancer®

SUNDAY, OCTOBER 18

Please join the CDSC CARES TEAM for our third annual Making Strides Against Breast Cancer walk to help fight breast cancer and provide hope to people facing the disease. Each step we take at Making Strides is toward a world with less breast cancer and more birthdays. Together, we'll stay well, get well, find cures and fight back.

To join our team or to make a donation log on to www.cdscnyc.org and click on CDSC Cares Team or call Laura Santillan at 718-398-6738, ext. 8055.

CCR&R SPECIAL EVENTS

**PARENT CHILD CARE FORUM/
QUALITY CHILD CARE**
Saturday, October 24
10:00 am

LEGALLY-EXEMPT PROVIDER FORUM
Thursday, November 12
Thursday, February 23
6:30 pm

**PARENT CHILD CARE FORUM/
SUMMER CAMP EXPO**
Saturday, March 27
10:00 am

Regulation Codes

All child care providers registered or licensed through the NYS Office of Children and Family Services or by the NYC Department of Health and Mental Hygiene, must meet training requirements in the following mandated content areas to renew their registration or license.

All training in this calendar identify the 9 NYS mandated training categories. RC represents Regulation Codes.

- RC 1: Business record maintenance and management;
- RC 2: Child abuse and maltreatment identification and prevention;
- RC 3: Child day care program development;
- RC 4: Identification, diagnosis and prevention of shaken baby syndrome;
- RC 5: Nutrition and health needs of infants and children;
- RC 6: Principles of early childhood development;
- RC 7: Safety and security procedures/ Communication between parents and staff;
- RC 8: Statutes and regulations pertaining to child abuse and maltreatment;
- RC 9: Statutes and regulations pertaining to child day care

On-going Classes

CHILD CARE ORIENTATION AND REGULATIONS

This training gives participants a clear understanding of the process involved in becoming a licensed child care provider and an overview of the current NYS child care regulations. All prospective providers or any provider who has not provided child care for more than two (2) years are encouraged to take this training.

RC: 9

Dates: October 10; November 14; December 12; January 16; February 13; and March 13 (Saturdays)

Time: 10:00 am-1:00 pm

Cost: \$40.00 Registration Fee: \$15.00

NEW YORK STATE HEALTH & SAFETY COMPETENCY TRAINING

New and renewing providers who have never taken Health and Safety Competency Training are required to take this 15-hour training to meet the regulations established by the New York State Office of Children and Family Services (NYS OCFS) on becoming a family and group family childcare provider. The maximum class size for each training is 10.

RC: 1, 2, 4, 5, 7, 8, 9

Dates: October 5-7 & October 19-21; November 9-11 & November 23-25; December 14-16 & December 28-30; January 11-13 & January 25-27; February 16-18; March 15-17 and March 29-31 (Monday-Wednesday)

Time: 9:30 am - 4:30 pm

Cost: \$240.00 Registration Fee: \$40.00

A rebate form for the Health & Safety training fee will be issued upon successful completion of the training. If available, you can access up to \$235.00 through the Office of Children and Family Services (OCFS).

NEW YORK STATE MEDICATION ADMINISTRATION TRAINING (MAT)

MAT is a competency-based course approved by the NYS OCFS to train child care providers to safely administer medication in their programs. The training includes written tests and a demonstration of competency. The maximum class size for each training is 8.

RC: 1, 3, 5, 7

Dates: October 1-2; December 10-11; January 7-8;

February 4-5 and March 4-5 (Thursday-Friday)

Time: Day: 1 - 9:00 am-5:00 pm and Day: 2 - 9am-2pm

Cost: \$190.00 Registration Fee: \$50.00

You may renew your MAT Certification online. Go to www.ecetp.pdp.suny.edu for more information.

INFANT & CHILD CPR

*American Red Cross Certificate valid for one (1) year

This course gives individuals the knowledge and skills necessary to recognize, prevent, and provide basic care for breathing and cardiac emergencies in infants and children until advanced medical personnel arrive and take over.

RC: 7

Dates: November 13 and January 15 (Fridays)

Time: 9:00 am-2:00 pm

Cost: \$80.00 Registration Fee: \$30.00



INFANT & CHILD FIRST AID

*American Red Cross Certificate valid for three (3) years

This course gives individuals the knowledge and skills necessary to recognize and provide basic first aid care for injuries and sudden illnesses until advanced medical personnel arrive and take over. This course does not include information on breathing or cardiac emergencies.

RC: 5, 7

Dates: November 13 and January 15 (Fridays)

Time: 3:00 pm-6:00 pm

Cost: \$70.00 Registration Fee: \$30.00

CHILD ABUSE 3-IN-1

This 3-hour class is a combination of 3 state mandated regulations topics: Child Abuse and Maltreatment Identification and Prevention, Statutes and Regulations Pertaining to Child Abuse and Maltreatment, and Shaken Baby Syndrome.

RC: 2, 4, 8

Dates: October 14; November 19; December 17;

January 28; February 17; and March 17

Time: 6:30pm - 9:30pm

Cost: \$40.00 Registration Fee: \$15.00

E-Z APP WORKSHOP

This workshop is offered to prospective and renewing providers. It offers assistance to help providers complete their family or group family child care applications. No certificate is given for this class.

Dates: By appointment

Time: By appointment

Cost: \$25.00 Registration Fee: N/A

Super Saturdays:

Time: 9:00 am - 2:00 pm

Cost: \$70

Registration Fee: \$30.00

OCTOBER 3

Children with Special Needs and Their Parents

RC: 5, 6, 7, 9

You will learn how to work in partnership with parents to assess the health care needs of their child and to create an inclusive learning environment.

Parents in the Learning Process

RC: 3, 7

Share with parents how they can help to support learning by understanding the why and how of activities structured to facilitate growth and development.

OCTOBER 17

Safe and Healthy Learning Environments

RC: 3, 5, 7, 9

Children need a safe and healthy environment in order to grow and develop. In this workshop caregivers will review appropriate health and safety practices to use in childcare based on best practices and regulatory guidelines.

Learning Places in Limited Spaces

RC: 3, 9

This class will give you ideas of the many ways that you can organize and create learning places even in limited spaces in your home.

NOVEMBER 7

Improving Staff Performance

RC: 1, 3, 7

You will learn how to use evaluation forms to assess strengths and areas of need with program staff. We will discuss objectives and incentives, and how to develop an action plan to reach attainable goals.

Professional Development

RC: 3, 7, 9

Continuing education is one of the marks of quality educators and it is the key to expanding your business. Be inspired to take your program to the next level with real provider success stories. Network to learn how you can expand your horizons.

NOVEMBER 21

Diversity in Early Childhood

RC: 3, 9

Promoting acceptance of diversity is an indicator of quality child care. Children benefit from learning about others' differences in terms of skin color, gender, culture, language, ability, etc. This class will focus on how child-caregivers can promote acceptance of diversity by using toys, learning activities and materials, the families and the community as resources.

My Very Own Toy Factory

RC: 3, 6

The purpose of this class is to have fun while learning how to save money by creating your own safe and appropriate toys and learning materials with the children.

DECEMBER 5

Budgets and Fiscal Management

RC: 1

Learn about the expenses and costs associated with your child care business and the effective ways to manage your finances.

Effective Relationships within your Child Care Program

RC: 7

Your ability to communicate effectively will be reflected by the quality of all your relationships. Learn ways to enhance communication skills and enforce policies.

DECEMBER 19

Do It Yourself! Assessing Your Own Program

RC: 1, 3, 9

This class will provide an introduction to the different environment rating scales developed by Harms, Cryer and Clifford that are recommended by QualityStarsNY rating system.

Music and Movement

RC: 3

Music and movement help the children develop their large muscles and learn language, important learning concepts, rhythm, etc. Caregivers will learn the many ways and opportunities to use music and movement in their program's daily routine.

JANUARY 9

Nutrition & Fitness

RC: 3, 5, 7

Healthy eating habits that promote good health and prevent disease should be a way of life! Create simple program policies that incorporate parents and staff as role models in teaching children about responsible and healthy eating.

Writing a Business Plan

RC: 1, 3, 7

Learn why a business plan is necessary to be an entrepreneur and review the required components therein.

JANUARY 23

Ages and Stages of Development from 0-5 years

RC: 6

This class will provide an overview of children's typical development from birth through age five. Caregivers will develop awareness of developmental delays.

Observation and Recording

RC: 1, 3, 6

Observing children's development is a useful skill that can help caregivers become aware of any signs of developmental concerns, environmental efficiency and also to plan appropriate curriculum activities for each individual child. Participants will learn how to use observation tools to observe, record and assess children's development.

FEBRUARY 6

Cultural Competency

RC: 3, 9

Is your program culturally sensitive? Providers and staff will do self assessments using the National Center on Cultural Competency assessment tool. Discuss how results can be applied for improvement.

Homework, Again!

RC: 3, 6, 7, 9

Explore fun and creative games, projects and activities to engage school age children in your program.

FEBRUARY 20

Language and Literacy in Children's Behavior

RC: 3, 6

All behavior is a form of communication. In this class, caregivers will reflect on their attitudes and feelings about challenging behaviors, explore a process to gain a better understanding of challenging behaviors, and discuss strategies for using language and literacy to guide children's behavior.

Infants Are Not All Alike

RC: 3, 6

Children are born with their own unique characteristics, including their own temperament. This class will help caregivers explore and understand the different temperament types and how to respond appropriately to each child's temperament.

MARCH 6

Exploring Science

RC: 3, 6, 9

Participate in hands-on experiments and key science concepts that will help children explore the science world around them.

Exploring Social Problem-Solving Skills

RC: 3, 6

Look at factors that contribute to conflict in preschoolers. Learn how to identify the problem and help children generate solutions.

MARCH 20

Preventing Childhood Obesity

RC: 3, 5

More than 1 in 10 preschoolers are overweight. The reason why overweight children are on the rise is because young children are less active and make inappropriate food choices. The goal of this class is to learn about healthy eating habits and active physical play and activities that help children develop healthy lifestyles.

Keeping Fit with Outdoor Activities

RC: 3, 5, 7

This class will help caregivers explore ideas for the different developmentally appropriate activities that children can do outdoors.

Free Workshops

FIRE SAFETY

presented by Fire Dept. of New York

This workshop will teach child care providers and parents how to effectively evacuate children of all ages, especially youngsters and children with special needs. Information on fire prevention, smoke detectors, fire drills will also be presented.

RC: 7

Date: Thursday, October 22

Credit Hours: 2

Time: 4:00 pm

TRANSITIONING & AGING OUT

(SPECIAL NEEDS) presented by Ben Fox in collaboration with Brooklyn Parent Center

Change is stressful for everyone but it can be a significant challenge for someone who is on the Autistic Spectrum. Whether it's moving house, going from grade school to junior high to college, getting their first job (and keeping it!) or functioning outside the routine they are used to in any way, someone with ASD can use a wide range of coping skills to navigate through life.

Ben Fox, M.A., who is on the spectrum himself and is the developer of the Facilitated Social Inclusion program, will be speaking on the many techniques he and others have used to navigate through life.

RC: 7

Date: Saturday, October 24

Credit Hours: 2

Time: 10:00am

RECORD KEEPING AND TAXES

presented by Renee Greene, CDSC Trainer

This class is offered to child care providers to help them learn basic record keeping and tax guidelines.

RC: 1

Date: Thurs. November 19 & Wed. March 24

Time: 6:30 pm

Credit Hours: 2

SAVING ENERGY, SAVING DOLLARS

presented by Cornell Cooperative Extension

Identify an action plan to reduce your energy usage and improve the energy efficiency of your home/apartment. Participants will receive a free Energy Saving Tool Kit. Limited space and kits are available.

RC: 3

Date: Saturday, December 19

Credit Hours: 2

Time: 10:00 am

MAKING ENDS MEET

presented by Cornell Cooperative Extension

Learn to stretch your money and take control of your financial situation. Participants will receive a free Money Management Tool Kit. Limited space and kits are available.

RC:9

Date: Thursday, January 21

Credit Hours: 2

Time: 6:30 pm

EARLY INTERVENTION

presented by Department of Health and Mental Hygiene (DOHMH)

This class will provide an overview of the New York City Early Intervention Program. Some of the topics that will be covered include: Early signs of developmental delay, when and how to make a referral to the Early Intervention program, and the referral process.

RC: 6

Date: Saturday, January 23

Credit Hours: 2

Time: 10:00am

Certificates will be issued to all free workshop attendees.

Sign Up Early for CDSC's 2010 CDA Credential Training

Child Development Associate

WHAT IS IT? A Child Development Associate (CDA) is an individual who has successfully completed a CDA assessment and has been awarded the CDA Credential. (S)he is able to meet the specific needs of children and work with parents and other adults to nurture children's physical, social, emotional, and intellectual growth in a child development framework.



The Credential is awarded for three child care settings: 1) Center-based, for which candidates receive endorsements to work with infants and toddlers or preschool children; 2) Family/Group Family Child Care; and 3) Home Visitor.

WHAT ARE THE COMPONENTS OF THE PROGRAM?

- * Education: 120 clock hours of formal education
- * Documentation: Professional Resource File & Parent Questionnaires as well as an on-site observation, interview and Early Childhood Studies Review
- * Experience: 480 hours of working with children within chosen area.

Each participant will be given an individualized plan during a one-on-one meeting with the facilitator. This meeting will determine the goals of the participant as well as the timeline for completion.

NOTE: Candidates must meet eligibility requirements before starting the program and are responsible for all fees associated with receiving the credential.

Free CDA Orientations
Saturday, December 19 or
January 9 from 10:00 am - 12:00 pm.

Scholarship dollars may be available to qualified child care providers through the Education Incentive Program (EIP).

Words to Know in the Child Care Profession

Assessment Tools are instruments (programs/systems) that have been scientifically researched and approved to measure overall quality. They have specific subcategories that reflect all operations in a child care program. Ex. ITERS (infant toddler environment rating scale) FDCRS (family day care rating scale) SACCERS (school age child care environment rating scale) and PAS (program administration scale).

CCR&R'S - Child Care

Resource and Referral Agencies - OCFS contracted agencies that advocate for affordable quality child care, have resources and information for parents regarding all types of child care services; offer referral listings to such, inform and or assist with subsidized child care, provide technical assistance to potential caregivers, and supply training and professional development for existing providers, day care center staff and program Directors. These services are offered in various languages. CCR&R'S are also within each state, collectively known as The National Association of Child Care Resource and Referral Agencies (NACCRA).

Concrete Operational Stage - 7 to 11 years old. A major turning point in cognitive development. Thought becomes far more logical, flexible, and organized, more closely resembling the reasoning of adults than that of younger children.

Constructive Play - creating or constructing something. Especially common between 3 - 6 years old. Ex. Making a house out of toy blocks, drawing a picture, putting together a puzzle.

Dramatic Play/Make-believe Play - acting out every day and imaginary roles. Especially common between 2 - 6 years old. Ex. Playing house, school, or police officer; acting out storybook or television characters.

Developmentally Appropriate Practice means teaching in ways that match the way children develop and learn. These standards, DAP, devised by the United States National Association for the Education of Young Children, (NAEYC) specify program characteristics that meet the developmental and individual needs of young children, based on both current research and consensus among experts. DAP provides children with opportunities to learn and practice newly acquired skills. It offers challenges just beyond the level of their present mastery and it takes place "in the context of a community where children are safe and valued, where their physical needs are met, and where they feel psychologically secure".

Formal Operational Stage - 11 years and older. In this stage young people develop the capacity for abstract, systematic scientific thinking. They no longer require concrete things or events

as objects of thought. Instead, they can come up with new more general logical rules through internal reflection.

Functional Play - simple, repetitive motor movements with or without objects. Especially common during the first 2 years of life. Ex. Running around a room, rolling a car back and forth.

Preoperational Stage - 2 to 7 years old. As children grow and develop in this stage the most obvious change is the increase in mental representation; children begin to notice properties in the objects they explore. Their observations are limited to only one attribute of an object at a time. They focus on how things look rather than on using logic.

Sensorimotor Stage - 0 to 2 year old. Jean Piaget's Cognitive Developmental Theory's first stage. His belief that infants and toddlers "think" with their eyes, ears, hands, and other sensorimotor equipment; babies learn by reacting to what they experience through their senses.

Useful Links:

www.earlycareandlearning.org
www.earlychildhood.org
www.naccra.org
www.naeyc.org
www.nafcc.org
www.ocfs.state.ny.us

Clases en español

ENTRENAMIENTO DE SALUD Y SEGURIDAD

A las nuevas y existentes proveedoras que nunca han tomado el entrenamiento de Salud y Seguridad se les requiere que tomen éste entrenamiento de 15 horas, para cumplir con las regulaciones de la Oficina para Niños y Familias del Estado de Nueva York para convertirse en una proveedora de cuidado infantil familiar ó de cuidado infantil familiar en grupo. El número máximo de participantes que se pueden admitir en esta clase es 10. Se requiere registración previa.

Códigos de Regulación: 1-9

Fecha: noviembre 30-diciembre 2; febrero 22-24

Hora: 10:00 am -5:00 pm (**lunes-miércoles**)

Costo: \$240

Cuota no-reembolsable: \$40

PRIMEROS AUXILIOS PARA INFANTES Y NIÑOS

*Certificado universal de la Cruz Roja Americana válido por tres (3) años

Este curso le da a los individuos el conocimiento y la habilidad necesaria para reconocer y proveer cuidado básico de primeros auxilios para heridas y enfermedades rependtinias hasta que llegue el personal medico avanzado y se haga cargo. Este curso no provee información sobre emergencias respiratorias y cardiacas.

Códigos de Regulación: 5, 7

Fecha: octubre 30 y enero 29

Costo: \$70

Cuota no-reembolsable: \$30

RESUCITACION CARDIO-PULMONAR PARA INFANTES Y NIÑOS

*Certificado universal de la Cruz Roja Americana válido por un (1) año

Este curso le da a los individuos el conocimiento y la habilidad necesaria para prevenir, reconocer y proveer cuidado básico para emergencias respiratorias y cardiacas con infantes y niños hasta que el personal médico avanzado llegue y se haga cargo.

Códigos de Regulación: 5, 7

Fecha: octubre 30 y enero 29

Costo: \$80

Cuota no-reembolsable: \$30

APLICACIÓN FACIL

Esta clase es ofrecida a futuras proveedoras y a las que están renovando su licencia. Esta clase ofrece asistencia para completar la aplicación inicial para la licencia, aplicación de renovacion, aplicaciones para becas de EIP ó de MAT, ect. Used debe llamar para hacer una cita. No habrá certificado para esta clase.

Fecha: Por cita solamente

Hora: Por cita solamente

Costo: \$25

Para mas informacion sobre estos entrenamientos, llame a Nylien Martinez al 718-398-6738 ext. 8427.

Clases Gratis

ATANDO CABOS

presentado por Cornell Cooperative Extension

Aprenda a expandir su dinero y a tomar control de su situación financiera. Los participantes recibirán un equipo gratis de herramientas para manejar su dinero. El espacio y los equipos disponibles son limitados.

Fecha: febrero 17

Hora: 7:00pm

Codigos de Regulación: 9

ECONOMIZANDO ENERGIA, ECONOMI ZANDA DINERO

presentado por Cornell Cooperative Extension

Identifique un plan de acción para reducir el uso de energia y mejorar la eficiencia de energia en su hogar. Los participantes recibirán un equipo gratis para ahorrar energia. El espacio y equipos disponibles son limitados

Fecha: febrero 27

Hora: 7:00pm

Códigos de Regulación: 3

ENTRENAMIENTO SOBRE LA INTERVENCIÓN TEMPRANA

presentado por el departamento de salud

Esta clase proveerá un resumen del programa de Intervención Temprana de la Ciudad de Nueva York. Algunos de los temas que se tratarán incluyen: Señales tempranas de retraso en el desarrollo, cuándo y cómo hacer un referimiento al Programa de Intervención Temprana, y cuál es el proceso del referimiento.

Fecha: diciembre 15

Hora: 6:30pm

Codigos de Regulación: 6

Individualized Training Program

WE CAN BRING TRAINING TO YOU AT YOUR CONVENIENCE



An Individualized Training Program (ITP) can provide a high level of comprehension and practical application of quality care. ITP contains the following components:

- 1) Pre-assessment by provider and pre and post assessment by trainer
- 2) One-on-one training of provider at the provider's work site during child care operating hours
- 3) Program evaluation

Call 718-398-6738 to make an appointment.

EIP vouchers and special group rates are available for this training.

Training Staff

Sharon Clarke

Training Registrar & Office Manager
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Yvelisse Jimenez

Infant Toddler Specialist & Trainer
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Mireille Massac

CDA Trainer & Public Relations Coordinator
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Directions

By Subway: Take the G line to Classon Avenue, walk South on Classon between Clifton Place and Lafayette Avenue.

By Bus: Take the B38 to Classon Avenue/Lafayette Avenue and walk south on Classon Avenue. Or take the B48 to Classon Avenue/Lafayette Avenue and cross to the Westside of the street. Or take the B52 to Gates Avenue/Classon Avenue and walk north on Classon Avenue.

By Car: Take the BQE to Kent and Wythe Avenues Exit. Wythe Avenue becomes Franklin Avenue. Turn slight right to stay on Franklin Avenue. Turn right onto Clifton Place. Turn right onto Classon Avenue.

Additional Services

Child Care Resource and Referral (CCR&R): Provides free childcare resource and referral (CCR&R) services to families, as well as technical assistance, resources and training to child care businesses to help improve the quality and availability of childcare programs throughout New York City.

Health Care Consultancy Services: Our staff nurse assists providers in complying with the new OCFS regulations in order for programs to be authorized to administer medication. Various fees for service packages are available, according to your modality.

Resource Library: Our resource library provides access to a wide-range of resources of interest to parents and child care providers. Call in advance to make an appointment to visit the library.

Infant Toddler Program: Training and professional development opportunities for infant/toddler staff, program directors and family child care providers is available through our Infant Toddler Program. Our bilingual Infant Toddler Specialist is available to give you information on caring for infants and toddlers, give you access

to the resource library and provide technical assistance for potential and existing providers regarding best practices, regulatory requirements and program accreditation.

Program Grant Information: Funding is available to new, existing and legally exempt child care providers via the New York State Office of Children and Family Services. These grants are awarded to promote safe and healthy childcare environments and enhance programs to promote early literacy and school readiness. Providers can receive up to a maximum of \$500, \$200, and \$75 respectively to cover the cost of toys, books and other eligible expenses. Limited grants are available while supplies last.

Free SUNY Videoconference Training for Child Care Providers: To register or receive training booklet, please call SUNY at 888-399-0549. Training are generally from 6:45 pm - 9:15 pm and space is limited.

For more information about our organization, please visit us online at www.cdscnyc.org

Registration Information

How to Register

By Phone: Call 718-398-6378 Ext. 8888 between the hours of 9:30 am and 4:30 pm, Monday through Friday.

In Person: Come to our office between the hours of 9:30 am and 4:30 pm, Monday through Friday with the corresponding non-refundable class deposit.

By Mail: Send the tear-off registration form at the back of this brochure along with your payment to 352-358 Classon Avenue, Brooklyn, NY 11238

A confirmation letter will be sent to you upon receipt of your registration information and payment. If the class is full, you will be notified immediately for placement in the next available class.

Registration Fee: A non-refundable registration fee is required to guarantee a seat in a class. The fee is included in the total training cost. Participants will pay the balance on the first day of class. Class must be paid in full before sitting in class.

Payment Methods: We accept cash, money orders, business checks and EIP award letters. No personal checks accepted! If you are using an EIP grant to pay for your training, we must receive the award letter before you can participate in the class.

Financial Aid: You may be eligible for scholarship funds from OCFS that are available through the Educational Incentive Program (EIP). It is a scholarship program designed to help child care providers obtain the training and education they need to provide quality care to children. To request an EIP application, call 1-800-295-9616 or go to www.ecetp.pdp.suny.edu.

*If you are a legally exempt/informal child care provider and are receiving HRA subsidized child care payments, you may be eligible for a training scholarship. Call us for more information.

Our facility is accessible to persons in wheelchairs.

Cancellation and Credit: Cancellations must be made at least 3 days prior to the training session. A credit will be issued for advanced cancellations or if cancellation was made by CDSC. The credit can be applied to another CDSC training class and must be used within 3 months of issue. No cash refunds will be given.

Health and Safety and MAT Rebate Forms: A rebate form will be issued to all eligible attendees. You must successfully pass all the health and safety and medication administration training competencies before receiving a rebate form.

Certificates: A certificate of attendance will be provided to each attendee after the completion of training and receipt of full payment. The certificate will include the name of the workshop, the date of attendance and the actual number of training hours completed. Video conference attendees will receive the certificates in the mail 3-6 weeks after attending the training and passing the post-training quiz with a score of 70% or higher.

Children: Child care is not available and children will not be allowed in the training sessions.

New Training Fees as of October 1, 2009

Class	Registration Fee	Fee
NYS Health and Safety	\$40.00	\$240.00
Super Saturday Classes	\$30.00	\$70.00
Infant & Toddler CPR	\$30.00	\$80.00
Infant & Toddler First Aid	\$30.00	\$70.00

Registration Form

CDSC Training & Workshop Services

Fax: 718-399-6505

www.cdscnyc.org

Phone: 718-398-6738

Please print all information clearly. One registration form per person.

First Name _____ Last Name _____

Address _____ City _____ State: New York Zip Code _____

Day Phone _____ Evening Phone _____ Email _____

Training Title	Training Date	Registration Fee is included in the total training cost	Total Cost

Payment Method:

- ◆ EIP or MAT Voucher (submit a copy of your award letter with this registration form)
- ◆ Business Check or money order: Make Business Check/Money Order Payable to CDSC
- ◆ Cash payments accepted in office only. **DO NOT MAIL CASH**

Is This Your First Time Taking Classes With Us? ___ Yes ___ No

Are You A: ___ Parent ___ Home-Based Provider ___ Center Director ___ Other: _____

What additional classes should we offer: _____,

How Did You Hear About Us?

___ Through our website ___ Received our catalogue in mail ___ Through a friend/neighbor

___ Through the newspaper ___ Walked by our Office ___ Other: _____

**Mail This Registration To: CDSC 352-358 Classon Avenue, Brooklyn, New York 11238
or Fax this Registration to 718-399-6505**



TRAINING CALENDAR
Fall 2009 & Winter 2010

Lifelong learning leads to quality living!
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Brooklyn, NY 11238



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