



# 24-25 FALL/WINTER TRAINING CATALOG

Early Childhood Training Institute

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# ABOUT US

The Day Care Council of New York is a diverse organization uniting child care and family service providers, consumers, and advocates. Our mission is to support and develop high-quality child and family care services, ensuring excellence in child development, education, and social services.

Our Early Childhood Training Institute offers essential professional development for current and aspiring child care providers. Trainings range from required safety courses like CPR and First Aid to business management courses.

Explore our training opportunities and contact us with any questions. Our experienced specialists are ready to help you choose the right trainings and develop a customized plan for your needs.

## CONTACT US



212-206-7818



[registration@dccnyinc.org](mailto:registration@dccnyinc.org)



[www.dccnyinc.org](http://www.dccnyinc.org)



1430 Broadway, Suite 404 NY, NY 10018



# CATALOG OVERVIEW

## Courses

The Day Care Council of NY offers a robust set of courses designed to provide learning opportunities for early childhood educators and leaders in both home-based and center-based settings.

- **Alignment:** This page includes each of the frameworks to which we align our courses NYS Office of Children and Family Services Content Areas, NYS Core Body of Knowledge, and the Child Development Associate Competency Standards and Functional Areas and explains how each course is mapped to each framework.
- **Example Training Package:** Trainings can be used in various combinations to meet OCFS training requirements. This page showcases one example of how our trainings can meet those requirements.
- **Customized Packages:** DCCNY recognizes everyone's training needs are different; check out how we can use existing trainings or create new ones to meet your needs.
- **Course List:** This section provides detailed descriptions, times and dates, costs and alignment to the three frameworks for each course.
- **Trainings by Date:** This lists all of our courses by date and time.

Our team is happy to talk to you more about our course offerings and advise on which might be the best for you:

### Payment



212-206-7818



[registration@dccnyinc.org](mailto:registration@dccnyinc.org)

To complete your registration for a course, Day Care Council must receive payment via credit card, check or money order.

- **Member Rate:** Day Care Council Members and J.C. Hall Network Providers can participate for a reduced fee, listed as "Member Rate" under each course.
- **Refunds:** No refunds will be provided unless the session is canceled.
- **Confirmation:** Registrations will be canceled for declined transactions. An email confirmation will be sent upon receipt and processing of payment.
- **Scholarships:** The Educational Incentive Program – EIP – provides scholarships that most providers and staff are eligible for in amounts up to \$2,000 per year. An application and information can be obtained at <https://www.ecetp.pdp.albany.edu/index.aspx> or by calling SUNY at 1-800-295-9616

**NEW THIS YEAR**

Check out our Customized Course info and ask us about renting our **brand-new training space**, featuring a model classroom!

# ALIGNMENT

Our trainings are designed to align with three key frameworks to help early childhood professionals meet their regulatory requirements and develop professionally. In the course description section, the color-coded numbers that align to each framework are included to the right of each course.

## COLOR KEY

Elements of Each Framework are Color Coded by Content Area

Child Development

Health & Safety

Leadership & Administration

Family Engagement & Mental Health

## OCFS

### OFFICE OF CHILDREN AND FAMILY SERVICES

Trainings must incorporate these 10 Content Areas to qualify for the 15 & 30 hour training requirements.

1. Principles of Early Childhood Development

2. Nutrition & Health Needs of Children

3. Child Day Care Program Development

4. Safety & Security Procedures

5. Business Record Maintenance & Management

6. Child Abuse & Maltreatment Identification & Prevention

7. Statutes & Regulations Pertaining to Child Abuse & Maltreatment

8. Child Abuse and Maltreatment

9. Shaken Baby Syndrome

10. Adverse Childhood Experiences

## CORE

### NYS CORE BODY OF KNOWLEDGE

New York State's Core Competencies for Early Childhood Educators written for professionals who work directly with young children.

1. Child Growth & Development

2. Family & Community Relations

3. Observation & Assessment

4. Environment & Curriculum

5. Health, Safety & Nutrition

6. Professionalism & Leadership

7. Administration & Management

## CDA

### CHILD DEVELOPMENT ASSOCIATE

The national standards used to evaluate a caregiver's performance with children and families during the CDA assessment process.

1. To establish and maintain a safe, healthy learning environment

2. To advance physical and intellectual competence

3. To support social and emotional development and to provide positive guidance

4. To establish positive and productive relationships with families

5. To ensure a well-run, purposeful program responsive to participant needs

6. To maintain a commitment to professionalism

# EXAMPLE TRAINING PACKAGE

Every two years all providers, assistants and center-based staff are required to complete 30 hours of training that align to OCFS content areas.

Our trainings can meet those requirements in a variety of ways; our team can help advise on how to meet those requirements. Below is one example of how you can meet the regulatory requirement.



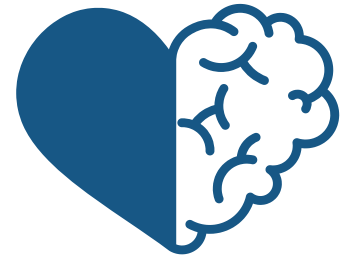
## MEDICATION ADMINISTRATION TRAINING

OCFS: 1, 2, 3, 4  
8 HOURS



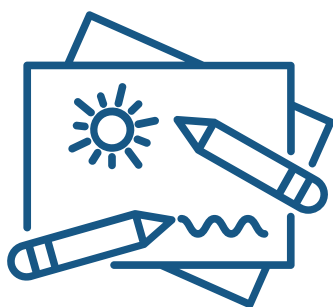
## STRENGTHENING BUSINESS PRACTICES FOR CHILD CARE PROGRAMS

OCFS: 7  
14 HOURS



## UNDERSTANDING AND MANAGING STRESS

OCFS: 3  
3 HOURS



## TEACHING LANGUAGE DEVELOPMENT THROUGH ART

OCFS: 1  
3 HOURS



## PROMOTING INFANT TODDLER PHYSICAL ACTIVITY

OCFS: 4, 5, 7  
3 HOURS



# CUSTOMIZED PACKAGES

The Early Child Care Training Institute is here to meet your needs - whatever they might be! Below are some examples of how we can customize your training experience either by selecting existing courses that meet your needs or by making something new.



## **New Family Child Care Provider Path**

Take the following courses to ensure you are set up for success.

- Becoming a Child Care Provider
- Health & Safety Competencies for Family & Group Family Child Care Providers
- High Quality Learning Environments for Infants, Toddlers & Preschoolers



## **Director, Owner or Administrator Path**

Focus your training on leadership development, business and administrative skills.

- Strengthening Business Practices for Child Care Programs
- Ethics in Early Childhood Business
- Understanding and Managing Stress and Burnout



## **Design Your Own!**

If you have a group of staff in need of training that is beyond what is listed in our catalog, our talented team will happily work with you to design a custom training experience that meets the needs of your group.



## **Our Space, + Your Training**

Day Care Council's brand new training space with capacity for up to 25 participants is available to rent for you to host your own training or bring in an outside facilitator. Contact our team and we will work with you to set up the logistics.



# HEALTH & SAFETY COURSES

## Adult & Pediatric CPR & First Aid

*Fridays 9am - 5pm | In-person*

Equips caregivers with CPR and First Aid skills for infants and children, valid for 2 years. Learn how to recognize emergencies and provide care until medical help arrives.

**Cost:** \$150

**Member Rate:** \$75

**Dates:** 10/11, 10/15, 11/15, 12/13, 1/17, 2/21, 3/14, 3/28

### Alignment



## Health & Safety Competencies for Family & Group Family Child Care Providers

*Three-day series, 9am - 5pm | In-person*

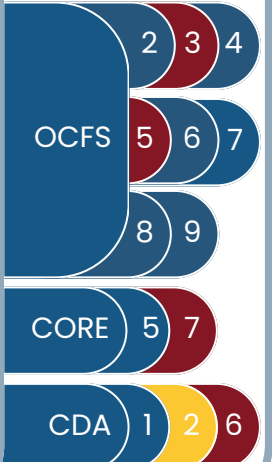
Required for those seeking registration or licensing as a home-based Family or Group Family Child Care Provider in New York State, as well as those hired to work as an assistant in a group family child care. This course covers OCFS modules like diapering, sanitizing, safety, and nutrition.

**Cost:** \$300

**Grants Available:** [ecetp.pdp.albany.edu/apply.aspx](http://ecetp.pdp.albany.edu/apply.aspx)

**Dates:** Oct. 21, 22 & 24 | Nov. 11, 12 & 14 | Dec. 9, 10 & 12 | Jan. 13, 14 & 16 | Feb. 18, 19 & 20 | Mar. 10, 11 & 13

### Alignment



## Medicine Administration Training (Independent Study)

*Sundays, 9am - 5pm | In-person*

Required for child care providers to administer medication to children in their programs. Learn and practice proper medication administration and how to record when medications are given.

**Cost:** \$150

**Dates:** 10/24, 11/17, 12/15, 1/26, 2/23, 3/23

### Alignment



## Health & Safety Best Practices & Infection Control Procedures

*Thursday January 23, 2pm - 5pm | In-person*

Equips child care providers with knowledge and skills to implement health and safety best practices, covering topics like infection control, emergency preparedness, and hygiene. Learn how to create environments that ensure the well-being of children and staff through interactive discussions and practical exercises.

**Cost:** \$90

**Member Rate:** \$60

**Dates:** 1/23

### Alignment





# BUSINESS OPERATION & MANAGEMENT COURSES

## Becoming a Child Care Provider

10 am - 1 pm | Virtual

Consider becoming a child care provider in New York? Attend an orientation session covering requirements, application process, and resources to start and run a child care business successfully. Get ready to pursue your passion for working with children!

**Cost:** Free

**Dates:** 10/3, 12/4, 1/8, 2/5, 3/5

## Licensing Modalities & Clearances

2pm - 5pm | In-person

To start a child care business, understanding licensing requirements and clearance processes is crucial. The class covers types of licenses, application procedures, and clearance requirements. Ideal for those seeking a comprehensive understanding of NY C regulations.

**Cost:** \$90

**Dates:** 10/2, 12/5, 2/11

**Member Rate:** \$60

### Alignment

OCFS 7

CORE 7

CDA 6

## Strengthening Business Practices for Child Care Programs

Two Day Series: 9am - 4pm | In-person

This training series aims to enhance child care providers' understanding of fiscal management and business operations through four modules: (1) Budget, Projections, & Planning, (2) Financial Reports & Internal Controls, (3) Marketing Child Care Programs, (4) Staff Recruitment & Retention for Center- & Home-Based Providers

**Cost:** \$360

**Dates:** 10/17 & 10/18

**Member Rate:** \$330

### Alignment

OCFS 3 5

CORE 6 7

CDA 5

## Ethics in Early Childhood Business

2pm - 5pm | In-person

Designed for child care business owners who want to understand how to navigate ethical dilemmas, foster a culture of ethical responsibility among staff, and ensure business practices align with the best interests of children and families. Explore key ethical principles through interactive discussions, and practical exercises.

**Cost:** \$90

**Dates:** 1/22, 3/8

**Member Rate:** \$60

### Alignment

OCFS 3 7

CORE 6 7

CDA 5 6

## Family Child Care Business Training

10am - 4pm | In-person

An overview of how to run a successful home-based child care business. Learn useful practices, procedures, and tools covering business structure, financial management, risk limitation, and documentation.

**Cost:** \$90

**Dates:** 11/9, 1/11,

**Member Rate:** \$60

### Alignment

OCFS 4 5 7

CORE 6 7

CDA 1 6

# CHILD DEVELOPMENT & EDUCATION COURSES

## Teaching Language Development through Art

2pm - 5pm | In-person

Unlock the power of art to enhance language development in young children with this engaging class. Early childhood educators and caregivers will explore creative ways to integrate art into language instruction.

**Cost:** \$90

**Member Rate:** \$60

**Dates:** 12/11

### Alignment

OCFS 1

CORE 1

CDA 2

## High Quality Learning Environments for Infants, Toddlers & Preschoolers

2pm - 5pm | In-person

Creating high-quality learning environments is crucial for young children's growth. Covers effective early childhood programs, emphasizing environments that foster learning, creativity, and well-being. Learn strategies for setting up engaging and safe spaces that support cognitive, social, emotional, and physical development.

**Cost:** \$90

**Member Rate:** \$60

**Dates:** 11/20, 3/26

### Alignment

OCFS 3

CORE 4

## Understanding Infant & Toddler Developmental Milestones

Thursday, November 21 | 2pm - 5pm | In-person

Understanding infant and toddler developmental milestones is essential for caregivers, educators, and parents. This course covers key stages from birth to age three, including physical, cognitive, social, and emotional growth. Participants will learn to identify milestones, variations in development, and factors influencing progress. Practical strategies for supporting children's development are provided.

**Cost:** \$90

**Member Rate:** \$60

**Dates:** 11/21

### Alignment

OCFS 1

CORE 1

## Promoting Infant Toddler Physical Activity

2pm - 5pm | In-person

Promoting physical activity in infants and toddlers is essential for their development. Learn age-appropriate strategies and benefits of physical activity for motor skills, cognitive development, and well-being. Gain practical tips for integrating active play into daily routines. Ideal for caregivers, educators, and parents aiming to support physical growth and development in young children.

**Cost:** \$90

**Member Rate:** \$60

**Dates:** 10/16, 1/21

### Alignment

OCFS 1

CORE 1 4

CDA 1 2

# MENTAL HEALTH & FAMILY ENGAGEMENT COURSES

## Adverse Childhood Experiences (ACES) 101

2pm - 5pm | In-person

An introduction to Adverse Childhood Experiences (ACES) and their impact on young children, families, and early childhood education. The to raise awareness of ACES effects, with future sessions focusing on trauma-informed practices for early childhood education.

**Cost:** \$90

**Dates:** 1/24, 3/24

**Member Rate:** \$60

### Alignment

OCFS 10

CORE 6

## Understanding and Managing Stress and Burnout

2pm - 5pm | In-person

Explore how stress can be both positive and negative and delve into the factors that can lead to burnout. Learn about the physical, emotional, and mental impacts of stress, recognize the symptoms of stress and burnout, and engage in practical techniques for managing stress effectively.

**Cost:** \$90

**Dates:** 1/29

**Member Rate:** \$60

### Alignment

OCFS 3

CORE 6

## Language, Communication & Cultural Sensitivity

2pm - 5pm | In-person

Learn vital communication skills, including efficient information exchange, cultural sensitivity, recognizing trauma indicators, and using considerate language. These skills promote understanding and empathy in diverse environments.

**Cost:** \$90

**Dates:** 11/9, 1/11, 3/22

**Member Rate:** \$60

### Alignment

OCFS 3

CORE 2 6

# TRAININGS BY DATE

## 2024

October		
3	10am-1pm	Becoming a Child Care Provider
3	2pm-5pm	Licensing Modalities & Clearances
11	9am-5pm	Adult and Pediatric CPR & First Aid
15	9am-5pm	Adult and Pediatric CPR & First Aid
16	2pm-5pm	Promoting Infant Toddler Physical Activity
17 & 18	9am-4pm	Strengthening Business Practices
20	9am-5pm	Medicine Administration Training
21, 22, & 24	9am-5pm	Health & Safety Competencies
November		
9	10am-4pm	Family Child Care Business Training
9	2pm-5pm	Language, Communication & Cultural Sensitivity
11, 12 & 14	9am-5pm	Health & Safety Competencies
15	9am-5pm	Adult and Pediatric CPR & First Aid
17	9am-5pm	Medicine Administration Training
20	2pm-5pm	High Quality Learning Environments
21	2pm-5pm	Infant & Toddler Developmental Milestones
22	9am-5pm	Adult and Pediatric CPR & First Aid
December		
4	10am-1pm	Becoming a Child Care Provider
5	2pm-5pm	Licensing Modalities & Clearances
11	2pm-5pm	Teaching Language Development through Art
9, 10 & 12	9am - 5pm	Healthy and Safety Competencies
13	9am-5pm	Adult & Pediatric CPR & First Aid
15	9am-5pm	Medicine Administration Training

## 2025

January		
8	10am-1pm	Becoming a Child Care Provider
9	9am-5pm	Health & Safety Competencies
11	10am-4pm	Family Child Care Business Training
11	2pm-5pm	Language, Communication & Cultural Sensitivity
13, 14 & 16	9am-5pm	Health & Safety Competencies
17	9am-5pm	Adult and Pediatric CPR & First Aid
21	2pm-5pm	Promoting Infant Toddler Physical Activity
22	2pm-5pm	Ethics in Early Childhood Business
24	2pm-5pm	Health & Safety Best Practices & Infection Control Procedures
24	2pm-5pm	Adverse Childhood Experiences 101
31	9am-5pm	Medication Administration Training
February		
5	10am-1pm	Becoming a Child Care Provider
11	2pm-5pm	Licensing Modalities & Clearances
18, 19 & 20	9am-5pm	Health & Safety Competencies
21	9am-5pm	Adult and Pediatric CPR & First Aid
23	9am-5pm	Medication Administration Training
March		
5	10am-1pm	Becoming a Child Care Provider
8	2pm-5pm	Ethics in Early Childhood Business
10, 11 & 13	9am-5pm	Health & Safety Competencies
14	9am-5pm	Adult & Pediatric CPR & First Aid
22	2pm-5pm	Language, Communication & Cultural Sensitivity
23	9am - 5pm	Medication Administration Training
24	2pm-5pm	Adverse Childhood Experiences 101
26	2pm-5pm	High Quality Learning Environments
28	9am-5pm	Adult and Pediatric CPR & First Aid



# REGISTER TODAY!

Register for courses today by doing one of the following:

- Complete the form below and send it to [registration@dccnyinc.org](mailto:registration@dccnyinc.org)
- Register over the phone 212-206-7818
- Register through this [online form](#) and submit your payment via Stripe

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## Registration Form

**Full Name:**

**Home Address:**

**Apartment #:**

**Borough:**

**Zip Code:**

**Phone:**

**Email:**

### Professional Setting

- Day Care Center     Family Child Care     Group Family Child Care  
 Legally Exempt     Other

**Program Name:**

**Program Address:**

**Program License or Registration Number:**

Training Title	Date of Training	Fee
		<b>Total:</b>

### Credit Card Information

- MasterCard     Visa     Discover     American Express

**Name on card:**

**Card number:**

**Expiration Date:**

**Signature on card:**

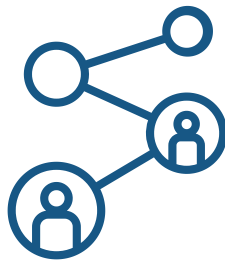
# Additional DCCNY Offerings

In addition, to our Early Childhood Training Institute we offer the following services you may be interested in.

**Get in touch to learn more!**



Health Care Plan Consultant



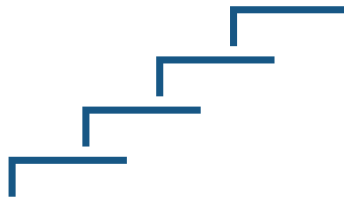
Child Care Resource & Referral Consortium



Labor Relations and Mediation Service



Early Childhood Employment Partnership



Early Childhood Career Ladder



J.C. Hall Family Child Care Network

## Contact Us



212-206-7818



[registration@dccnyinc.org](mailto:registration@dccnyinc.org)



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Day Care Council  
of New York

*Educated Children Are Our Future*