



Montgomery County Child Care Resource & Referral Center

Training Series

For Family Child Care

Approved Coursework for FCC Initial
Training Requirement Includes:

Professionalism (PRO)
July 18, 5:30-9:30 pm

Child Development (CD)
July 20, 5:30-9:30 pm

Curriculum (CURR)
July 27, 5:30-9:30pm

Special Needs (SN)
August 1, 5:30-9:30 pm

Health, Safety, Nutrition (HSN)
August 3, 5:30-9:30 pm

Community (COM)
August 10, 5:30-9:30 pm

All 6 sessions are required to receive a
certificate of completion for your application.

Training Bundle Also Includes:

Medication Administration
July 22, 8:30am-3:00pm

Emergency and Disaster Planning
Class: July 25, 5:30-9:30pm
Technical Assistance: July 29,
11:00am-12:30pm

Supporting Breastfeeding in Child Care
July 29, 8:30-9:00am

Understanding Sudden Infant Death
July 29, 9:00-11:00am

Including All Children & the Americans
with Disabilities Act
August 5, 8:30-11:30am

Basic Health and Safety Training
August 5, 12:00-3:00pm

EDP Consultations
August 9, by appointment

These classes meet licensing mandates.

Your Future in Family Child Care

A comprehensive course in Family Child Care



Understand how to care for the children's well-being and safety while the parent is away



Discover how to develop each child's social and cognitive skills using age-appropriate games, toys, and interaction

For an additional fee: August 8

First Aid 5:30pm-7:00pm \$25
CPR 7:00pm-9:30pm \$45

or \$60 taken together

All students who successfully complete this Family Child Care Training bundle series receive 10 hours of FREE technical assistance (or support) to prepare their child care business.

*You must complete the OCC
Orientation before registering for
this series.*

~~\$405.00~~
Special Offer
\$225.00



Prepare for emergencies that may arise, including SIDS



Learn how to prepare nutritious meals and snacks as a regular part of the day

Early Childhood Training Center
1401 Rockville Pike, Suite 200
Rockville, MD 20852

Registration or Questions?
240-777-3203

Fulfills requirements for initial training for family child care.

Training Approval #CKO-30831 through MSDE/Office of Child Care, valid thorough April 2018.

Montgomery County Child Care Resource & Referral Center
Montgomery County Child Care Resource & Referral Class Policies and Procedures

Class Sessions

All classes begin promptly so we won't have to hold you longer than the scheduled end of class. Plan to arrive at least 15 minutes early to allow for unforeseen circumstances, such as traffic.

Even with the best planning, we understand that late arrivals may happen. A participant is considered late if they arrive more than 15 minutes after class begins. Depending on the class structure and content, this may disqualify a participant from receiving a certificate. This is evaluated on a case-by-case basis. To protect the integrity of our classes, no certificate is issued if a participant miss more than 15 % or 30 minutes (whichever is less) of the scheduled class time, regardless of the reason for the late arrival.

Just as we begin on time, we also end on time. Participants must remain in class until it is completed. To ensure your prompt pick-up after class, make sure that any carpools, taxis, and other modes of transportation are secured prior to class beginning. The reason is because upon completion of the class, the building is locked and secured. Unfortunately, due to insurance and county regulations, participants may not remain in the building unsupervised and *we are unable to assume responsibility for participants who remain outside the building once the building closes.*

Accommodations

Montgomery County will provide sign language interpreters and other auxiliary aids or services upon request—with as much advance notice as possible, preferably at least three (3) business days before the event. Contact Montgomery County Child Care Resource & Referral Center at 240-777-3110 (voice) or send a request to earlychildhoodservices@montgomerycountymd.gov. Taking these steps will help us have sufficient time to best meet your needs.

Participants Only

We love children here at the Resource Center! However, the class is designed for registered adults only. Please make other arrangements for your children, so they will be safe and happy while you attend the class.

Refunds /Credits

In the event a student wishes to cancel a class, a refund or credit for a future class may be issued. Cancellations must be received at least 5 business days before a class is scheduled to qualify for a refund or credit. A \$10 cancellation fee will be deducted if a refund is requested. If the student requests that a credit be issued for a future class, the cancellation fee does not apply. Missed classes will not be refunded or credited (*including late arrivals or leaving early*).

Class Cancellations

Classes are canceled if Montgomery County Public Schools are closed due to inclement weather or if they cancel evening/weekend activities due to inclement weather or other emergency. Classes may also be canceled due to low enrollment or other administrative reasons. You will be notified by email if a class is canceled. You may also call 240-777-3203 to determine the status of a class. In the event we cancel a class, we will make every effort to reschedule or substitute the class. If the class cannot be rescheduled, a substitution cannot be arranged, or if you are unable to attend the rescheduled class, you will receive a full refund.

For additional information email earlychildhoodservices@montgomerycountymd.gov

YOUR FUTURE IN FAMILY CHILD CARE SERIES/Summer 2017

Questions? 240-777-3203

You will be sent a confirmation verifying your registration.

Name: _____

Address: _____

Phone: _____ Email: _____ Primary Language: _____

When did you attend OCC Orientation? _____

Payment Enclosed (\$225):

☐ Check or Money Order (Make payable to **MCDHHS**)

☐ Credit Card: Visa/Mastercard

Return to:

**MCCCRRC/Training
1401 Rockville Pike, Suite 200
Rockville, MD 20852**

Credit Card Number

Exp. Date

CCV#

Signature