



Prepare to work as a Day Care Worker

Essential
SKILLS • TRAINING

This program is ideal for anyone planning to work in the Day Care field in an entry level position. It may also be beneficial for individuals preparing to enter an E.C.E. program.

Modules of study include:

Introduction:

Essential Skills

1. Welcome to Day Care

Daycare Worker in a Nutshell
Job Titles in the Day Care Field
Duties of Day Care Workers

2. Workplaces

What is “Quality” Day Care?
All-day Childcare
Short-Term Day Care
Working With Others

3. The Growing Child

Stages in Child Development
What We Know About the Brain
Reading with Children

4. Health and Safety

Exercise & Fitness
Balanced Diets
Children & Food
First Aid

5. R-E-S-P-E-C-T

Children’s Rights
Working with Parents
Positive Discipline

6. Tools of the Trade

What Children Learn from Play

7. Paperwork

Records & Reports
Preparing Invoices
Measurements at Work

8. The Next Step

Opportunities in Your Community & Beyond
E.C.E. Training