A Note From the Executive Director

As always, safety is our top concern, and as we prepare for the fall, the safety and health of our child care community is a top priority. We are still closely monitoring the Coronavirus (COVID-19) guidance from the Centers for Disease Control and the Maryland State Department of Education (MSDE) regarding the spread of the virus and appropriate safety practices. Like you, we are hopeful this virus and its impacts are remediated quickly for everyone.

As planning for the 2020-2021 year continues, Arundel Child Care Connections will continue to offer virtual training, and CPR/First Aid and Medication Administration will be in person with a maximum of 14 participants. All face-to-face training participants must abide by social distancing recommendations (such as 6 feet of space between participants and requiring participants to wear a mask for the duration of the training). All our locations for face-to-face training will be thoroughly cleaned with the CDC recommended disinfectants before the training. If anyone was attending the training and test positive for COVID-19 within three weeks from the date of the training, you MUST notify ACCC IMMEDIATELY so that we may inform the trainer.

Lastly, please remember to practice and maintain good hygiene and precautionary measures, as COVID-19 can spread from infected individuals to others through close personal contact. Providers must encourage social distancing within the workplace and staff must remain home if they are sick. Our hearts go out to each and every one of you continue to be extraordinary child care providers!

Germaine Adams
Covid-19 (the Corona virus) has affected all of our community in one way or another. Arundel Child Care Connections is here to support our early care community through this pandemic.

Here are some websites you can visit to find answers to some frequently asked questions surrounding COVID-19:

- [https://governor.maryland.gov/coronavirus/](https://governor.maryland.gov/coronavirus/)

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**Room size limits and ratios:** Group size in child care centers is expanded to a maximum of 15 individuals at a time per classroom with a ratio of no more than 1 teacher for 14 children ages three and above and the teacher must be qualified. Family child care and large family child care programs are limited to the number of children for which they are licensed at one time and no more than 15 persons total including residents. All child care programs must continue to adhere to the allowable group size by age in licensing regulations. [MSDE COVID-19 Guidance for Child Care Programs:](https://earlychildhood.marylandpublicschools.org/covid-faqs)

**Reopening of child care programs:** Licensed child care programs interested in reopening may contact their licensing specialist and complete a [Child Care Verification of Reopening form](https://earlychildhood.marylandpublicschools.org/system/files/filedepot/3/last_child_care_verification_of_reopening_2020_final.pdf).
ACCC Resource Room**

Need to spruce up your environment? Stop by our resource room and get all your materials ready. We have hundreds of die-cuts to choose from for your designs, laminators, assorted designer cut scissors, a comb-style binding machine, plus a huge selection of books and magazines for ideas or solutions to many child care dilemmas.

Due to COVID-19 restrictions ACCC will offer Curbside Service. Please contact: Aleace Douglas aleace@arundelccc.org Germaine Adams germaine@arundelccc.org to request services.

1. Providers will fill out an electronic request form for resource room services.
2. Items will need to be paid for electronically.
3. We will offer basic services such as: lamination, copies, die-cuts. Bigger projects it will need to be divided over a few days.
4. Materials can be drop off and picked up on Calvert Street at the Main Entrance.
5. When materials are ready for pick up, we will set up a pick-up time
6. Day of Pick up: call ACCC upon arrival with direct line extension which will be provided in an email the day before pick up.

ARUNDEL CHILD CARE CONNECTIONS, INC IS MAKING CHANGES FOR 2020!

COVID-19 POLICY UPDATES:

Virtual Training:
You must be present and participate in the entire workshop to receive a certificate for the credit hours listed. Workshops begin at the stated time; please plan to log into the training at least 10 minutes early to allow time for any technical difficulties. If you log into the training more than 15 minutes after the actual start time of the workshop, you will not receive credit, nor will you receive credit if you log out of the training before it’s completed. You will not be eligible for a certificate, credit, or refund.

Participants are expected to adhere to the following throughout the virtual training:
- Have camera/video on during the webinar, if available
- Participate in activities and “discussions”
- Answer questions when called on
- Submit assessment and evaluation to get credit for course

In Person Training:
Covid-19: Maximum of 14 participants for all in person trainings. You must follow ALL social distancing recommendations (6 feet of space between participants and wearing a mask for the duration of the training). If anyone attending the training test positive for COVID-19 within 3 weeks from the date of the training you MUST notify Arundel Child Care Connections, Inc. IMMEDIATELY so that we may notify the trainer and other participants.
Children Arriving Mentally Prepared for School

Coronavirus Pandemic: How Can We Reduce Long-Term Impact on Children’s Mental Health?
By Dr. Mary Margaret Gleason, a child and adolescent psychiatrist who is vice chief of the mental health program at CHKD

COVID-19 has affected everyone. While most children haven’t experienced the infection, they’ve all been exposed to life changes and stresses. Past community crises, such as Hurricanes Katrina and Sandy, the 9/11 terrorist attacks, and mass shootings, have shown us the long-lasting impact of such events on some children’s mental health, along with their emotional and behavioral development. Mental health problems affect one in six children, and rates go up during community crises. Specifically, a higher number of children develop:

- Anxiety
- Depression
- disruptive behavior problems
- sleep disorders
- substance use disorders
- suicidal symptoms

It’s important to note that most children do not. For most, the memory of COVID-19 will shape their world view in the same way that the Great Depression shaped how many of our grandparents and great-grandparents lived. They will remember it, they might overstock on toilet paper, or be overly cautious about spreading germs, but it won’t interfere with their development or their long-term relationships.

Minimizing the exposures

What happens to a child during the crisis or “dose” is one of the factors that determines how the child’s development is affected. Some aspects are out of a parent’s control, such as school closings, loss of family income, and children not being able to play with friends in person.

But, parents can minimize the “dose” of COVID stress in these ways:

- Make sure their child is getting fact-based information about what we know and don’t about the virus.
- Limit exposure to graphic media or frightening stories on TV, social media, and online.
- Caregivers should talk with other adults about these issues to process their own fears or worries.

Some children are known to be at higher risk

Some groups of children are at higher risk of being negatively affected by the COVID crisis and need extra protection, just like children with immune problems need protection from infectious exposures. They include children who have mental health problems and those who have had traumatic events like abuse, a major car accident, violence in their household, frightening medical procedures, and bullying.
There are also some common life events called adverse childhood experiences (ACES) that contribute to a child’s risk of mental health problems: long separations from a parent, having a parent with mental health or substance use problems, and exposure to injustices such as racism. Fortunately, there are things parents can do now and in the coming months to lessen the mental health impact of this pandemic on children.

**Safe, supportive, and consistent relationships offer the most powerful protection**

One of strongest factors in protecting a child from the negative outcomes related to crisis is a healthy relationship with at least one supportive, caring adult. Knowing that they have someone they can count on for protection and comfort, and who will help keep life predictable, offers a powerful protection against the pandemic’s harmful effects.

**Healthy emotional development is built on a network of relationships**

Social connectedness beyond parents offers protection. With physical interactions limited, creative online video chats and text messaging circles with relatives and friends can help, even for young children. Staying connected with teams, bands, or other extracurricular groups through email, texting, or video can also be helpful.

**Give your child a chance to talk about feelings and help them with the big ones.**

Check in with your child about how they are feeling. If they aren’t able to talk about feelings easily, parents can label the big feelings they see. Saying things like “It can be really scary not to know what’s going to happen next” or “I know you’re angry you can’t be with your friends” can help them connect to their feelings. Encourage them to use tools to organize emotions, like deep breathing, mindfulness, or meditation activities. If they don’t know how, there are lots of free apps for preschoolers through adolescence.

**A healthy body is good for the mind.**

All humans, and especially children, need to move around. Your child can keep their body moving through indoor or outdoor exercise, taking walks, and playing active games. Limiting time on screens also gives children a chance to be more active.

**Take care of yourself because children do better when their parents are better.**

You and your child will benefit if you take care of your own stress reactions: staying connected to your social supports, exercising, reading, meditating, or praying. Adults with stress that isn’t controllable or with mental health symptoms should stay connected with their mental health provider or reach out for help.

**Seek professional help if children have emotions or behaviors that are intense, persistent, or don’t respond to the usual interventions.**

Seek help from your child’s health provider if they have any self-harm behaviors or if they show an ongoing pattern of emotional or behavioral concerns, such as nightmares, excessive focus on anxieties, increased aggression or disruptive behaviors, and regressive behaviors that do not resolve with support.

We know that most children with mental health problems get no treatment at all. Parents are the best advocates to be sure their child’s symptoms are evaluated and addressed.
Mindfulness for Early Childhood Professionals
By Maria Gehl, Kathy Kinsner, and Rebecca Parlakian

Stressed? Bring Mindfulness to Work.

Caring for young children can be stressful.
You nurture, teach, prepare meals, change diapers, play, resolve conflicts, and provide the structure that helps children feel safe and secure. But—the pay isn’t great. The hours are long. And early childhood professionals have to be the world’s best multitaskers, juggling everything from diaper changes to school readiness, from parent meetings to lullabies.

How to manage the day-to-day stress that’s part of early childhood work?

You may already know some ways to relieve stress: exercising, hanging out with friends and family, talking to a trusted coworker. Mindfulness is another strategy that may help.

Mindfulness is a process of intentionally bringing our attention to what’s happening in the present moment with acceptance and openness. It means being curious and not judging our feelings or experiences.

Mindfulness can help reduce stress.
Regular mindfulness practice has been shown to reduce both emotional and physical distress (anxiety, depression, pain) and to decrease the effects of traumatic events (such as family violence or childhood abuse). Mindfulness training may also protect against burn-out and compassion fatigue for professionals in social service work.

Mindfulness is called a “practice” because it takes time and repetition until this approach feels natural and comfortable.
While it’s helpful to have support in practicing mindfulness, there are also some mindfulness strategies you can try on your own. Here’s one to try: The STOP strategy

It’s 8:30 in the morning, and most of the toddlers in your care are settled in. Breakfast is over, and you’re getting ready to clean up and transition to the morning story. Suddenly, a parent bursts through the door with her son in tow. He’s crying and clinging to her for dear life. This family is frequently late and their arrival is always a distraction.

Stop. Pause and focus.

Take a deep breath in and out. Notice how it feels to breathe.

Observe. Acknowledge what is happening, positive or negative, inside you or outside. Let go of judgment and simply note your feelings and responses. The mom at your door is rushing and stressed. Her child is crying. You note that you’re annoyed at this latest interruption. You feel the tension in your neck and shoulders. In this moment, you recognize your frustration and then let it go. You remind yourself that children often cry at drop-off and that this mom is doing her best. You recognize that your own frustration is momentary and manageable.

Proceed. You’ve given yourself the space to think about the way you want to respond. By avoiding a cycle of anger and blame, you allow yourself to be present in the moment, and walk to the door with a smile—offering this child and parent a calm, nurturing transition.
Anne Arundel County Public Schools (along with numerous other Maryland school districts) have opted for virtual learning to start their academic school year. School-Age Child Care Services are a critical source of support to children and families during this time. Here are some best practices from Anne Arundel County Public Schools to help support virtual learning of the school-age children in your program.

If you are a school-age provider and need more information about virtual learning in AACPS, please visit https://www.aacps.org/elearning or see our links below:

- Virtual Learning in AACPS
- Schedule for PreK-2 grade
- Schedule for 3-5 grade
- Schedule for Middle School
- Schedule for Developmental Centers
Want to learn from home? 
Our online training option is available for you!

Maryland Family Network and Maryland Child Care Resource Network is proud to offer an online option for child care providers to meet Maryland training requirements. We provide an affordable and effective selection of courses that meet Maryland training requirements. The following programs are available:

<table>
<thead>
<tr>
<th>Pre-service Programs</th>
<th>Child Development Associate Programs</th>
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<tbody>
<tr>
<td>45 Hour Pre-service Training (Inf./Tod.)</td>
<td>Child Development Associate (CDA) Credential Training</td>
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<td>90 Hour Pre-service Training (3-5 years of age)</td>
<td>CDA Credential Training with Portfolio Assistance</td>
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<td>Center Director Pre-service Training</td>
<td>CDA Credential Renewal</td>
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<td>Family Provider Pre-Service Training</td>
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<td>9-Hour Communication</td>
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Todos los Programas de Asociados de Desarrollo Infantil están disponibles en español

Other Trainings

- Supporting Children with Developmental Disabilities in Child Care $29.95
- Individual Core Knowledge Courses starting at $35
Office of Child Care
Training Requirements

Family Child Care - New Applicant (1/1/2016)
• Pre-Service 24 Hour Training (six 4-hour modules)
• 6-hour class in Emergency and Disaster Preparedness
• 6-hour Medication Administration
• 3-hours Including All Children and the ADA
• Infant/Child/Adult CPR and First Aid Certifications
• SIDS: Sudden Infant Death Syndrome and Supporting Breastfeeding in Child Care Family Child Care
• Basic Health & Safety

First Renewal Year (applied for license prior to 2016)
• 3-hours of training in each of four areas: Child Development, Mixed Age Groups, Health/Safety/Nutrition, and Professionalism
• Current First Aid and CPR certifications
• 6-additional hours of approved training in any area
• Applicants prior to Jan. 1, 2016, may need other specific training if not taken before registered.
• Verify requirements with your licensing specialist prior to workshop registration.

Family Child Care - After First Renewal
• 6 hours of approved Core of Knowledge training
• 6 additional hours of approved training in any area
• Current First Aid and CPR certifications

Child Care Center Staff
For current staff staying in the same positions:
• Aide/Assistant 6 hours per year
• Child Care Teacher 12 hours per year
• Child Care Director 12 hours per year

New hires and staff moving to new positions are subject to additional requirements which may include:
• Center Aide Orientation
• 9-hour Communication Course
• Including All Children and the ADA
• Supporting Breastfeeding in Child Care
• Basic Health & Safety

Feel free to contact our office for questions regarding training requirements. You can sign up for training on our website at: https://arundelccc.org/services/training/training-calendar/
Register for training: [https://workshops.arundelccc.org/CVSListView.aspx](https://workshops.arundelccc.org/CVSListView.aspx)

**Important Training Note**

All classes listed are VIRTUAL unless noted with an asterisk (*).

ALL CLASSES ARE SUBJECT TO CHANGE DUE TO COVID-19 RESTRICTIONS.

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**Core of Knowledge Codes:**

- CD - Child Development
- CM - Community
- CU - Curriculum
- HSN - Health, Safety, & Nutrition
- Prof - Professionalism
- SN - Special Needs

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### Levels of Training

- **Beginner** – Hands-on training and baseline information for new child care professionals and those seeking refresher training. For example, make and take workshops, basic health and safety, supervision, professional ethics, basic curriculum planning, etc.

- **Intermediate** – Training that includes theoretical/academic information, for example, the theories of child development, the connection between development and curriculum, meeting the needs of individual children, etc.

- **Advanced** – Training for experienced child care professionals that include information on research conducted and its implication for the child care field. For example, implications of current research for school readiness, infant development, etc.

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**September 2020**

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**School-Age Development**

**Tuesday, September 1, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Debbie Wood
- **Fee:** $38  **Member Fee:** $33
- 3 hrs CD

An innovative concept which states and demonstrates that all children are capable of success, NO EXCEPTIONS! This workshop delivers a belief system supported by a cultural strategy and enhanced by programs for the success of all children.

**Strengthening Business Practices - Module I - Budgets, Projections and Planning for Family Child Care**

**Wednesday, September 9, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Lauren Bond
- **Fee:** $38  **Member Fee:** $33
- 3 hrs PRO

Come and learn the value of developing a budget and how to use it for decision-making throughout the year. We will look at ways to plan strategically by understanding how to project business costs and generate additional income.

**Working Together: The Importance of Community Helpers in Our Daily Lives**

**Saturday, September 12, 2020**

- 10:00 am - 1:00 pm
- **Location:** Virtual
- **Instructor:** Lindsey Dryer
- **Fee:** $38  **Member Fee:** $33
- 3 hrs COM

This course is designed to introduce child care providers to Community/Social Studies through community helper in Early Childhood Education for children birth through 8 years of age.

**First Aid/CPR (Infant/Child/Adult)/AED Certifications**

**Saturday, September 12, 2020**

- **First Aid Time:** 9:30 am – 11:30 pm
- **CPR Time:** 12:00 pm - 3:00 pm
- **Location:** Pip Moyer Recreation Center (PMRC)
- **Instructor:** Craig Smith
- **First Aid Fee:** $45  **Member Fee:** $40
- **CPR Fee:** $60  **Member Fee:** $55
- **Combo Fee:** $75  **Member Fee:** $70

Certification is good for two years.

**Making Stories Come Alive**

**Thursday, September 24, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Debbie Wood
- **Fee:** $38  **Member Fee:** $33
- 3 hrs CUR

The workshop covers the normal milestones of language in children from birth through age 3. Activities such as: conversation, books, nursery rhymes, and American Sign Language are exampled—which help infants and toddlers to communicate.

**Strengthening Business Practices - Module II – Financial Reports and Internal Controls for Family Child Care**

**Monday, September 14, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Lauren Bond
- **Fee:** $38  **Member Fee:** $33
- 3 hrs PRO

In this training we will discuss financial reports and identify ways they can help you better manage your program’s finances. Gain a better understanding of what internal controls mean in a family child care setting and how they can strengthen the fiscal health of your program.

**Let's Hear it for the Boys**

**Wednesday, September 16, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Debbie Wood
- **Fee:** $38  **Member Fee:** $33
- 3 hrs CD

This workshop provides many hands-on examples of how to incorporate appropriate expectations in boys for energy level, problem-solving, emotional experience, language skills and other behaviors.

**Behavior Guidance for Infants and Toddlers**

**Monday, September 21, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Rebecca Schaefer
- **Fee:** $38  **Member Fee:** $33
- 3 hrs CD

This training will outline the developmentally appropriate, yet sometimes challenging, behaviors of children, birth through age 3. Through the review of developmentally appropriate behaviors and strategies to prevent or redirect sometimes challenging experiences, providers will complete the training with new strategies to implement with children in their programs.

**Strengthening Business Practices - Module III – Marketing Your Program for Family Child Care**

**Tuesday, September 22, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Lauren Bond
- **Fee:** $38  **Member Fee:** $33
- 3 hrs PRO

What is marketing and why is it important? The purpose of this training is to strengthen your understanding of marketing tools, audiences, and elements necessary to develop a marketing plan. Learn to tailor your marketing practices to the audience you are trying to reach and develop effective communication strategies to promote your services.

**Strengthening Business Practices - Module III – Business Operations**

**Wednesday, September 23, 2020**

- 10:00 am - 1:00 pm
- **Location:** Virtual
- **Instructor:** Lauren Bond
- **Fee:** $38  **Member Fee:** $33
- 3 hrs PRO

This course is designed to introduce child care providers to Community/Social Studies through community helper in Early Childhood Education for children birth through 8 years of age.

**Let's Hear it for the Boys**

**Wednesday, September 16, 2020**

- 6:00 pm - 9:00 pm
- **Location:** Virtual
- **Instructor:** Debbie Wood
- **Fee:** $38  **Member Fee:** $33
- 3 hrs CD

This workshop provides many hands-on examples of how to incorporate appropriate expectations in boys for energy level, problem-solving, emotional experience, language skills and other behaviors.
Jumping into Social-Emotional Development  
Monday, September 28, 2020  
6:00 pm - 8:00 pm  
Location: Virtual  
Instructor: Rebecca Schaefer  
Fee: $28  Member Fee: $23  
2 hrs CUR  
Children’s social and emotional health affects their overall development and learning. Participants will explore the importance of developing social-emotional skills in young children and how they can support those skills with simple materials. Participants will experience using the social-emotional materials and will create materials to utilize in their own program.

October 2020

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Creative Activities  
Thursday, October 1, 2020  
6:00 pm - 9:00 pm  
Location: Virtual  
Instructor: Debbie Wood  
Fee: $38  Member Fee: $33  
3 hrs CUR  
A discussion will contrast activities that are creative experiences for children with those that are not (however artsy or crafty the activity may be). Participants will reflect on the value of using activities that stimulate creative problem solving as a developing skill in their children.

First Aid/CPR (Infant/Child/Adult)/AED Certifications  
Saturday, October 3, 2020  
First Aid Time: 9:30 am – 11:30 pm  
CPR Time: 12:00 pm - 3:00 pm  
Location: Pip Moyer Recreation Center (PMRC)  
273 Hilltop Lane Annapolis, MD 21403  
Instructor: Craig Smith  
First Aid Fee: $45  Member Fee: $40  
CPR Fee: $60  Member Fee: $55  
Combo Fee: $75  Member Fee: $70  
Certification is good for two years.

Who’s Coming to Your Program?  
Monday, October 5, 2020  
6:00 pm - 9:00 pm  
Location: Virtual  
Instructor: Rebecca Schaefer  
Fee: $38  Member Fee: $33  
3 hrs COM  
Communities are increasingly more diverse and the needs of the families representing that diversity must be recognized and supported. This training will define diversity and identify program planning considerations and family engagement strategies to help child care providers offer well-rounded and responsive care and education.

Emergency Preparedness for Child Care Providers  
Tuesday, October 6, 2020  
Wednesday, October 7, 2020  
Thursday, October 8, 2020  
Location: Virtual  
Instructor: Cara Bethke  
Fee: $60  Member Fee: $65  
3 hrs HSN, 3 hrs PRO  
Participants will develop an individual EP plan in this workshop. You will learn the necessary actions to keep you and the children in your care safe in any emergency situation. You must complete all three sessions to receive certificate.

Communicating with Young People  
Tuesday, October 13, 2020  
6:00 pm - 9:00 pm  
Location: Virtual  
Instructor: Debbie Wood  
Fee: $38  Member Fee: $33  
3 hrs CD  
Childcare professionals and others who work with older children and teens have an opportunity to be a guiding adult at a critical time of life. Hot topics (drugs, sex, violence) and communication skills will be addressed. Participants will discuss how to become an entrusted partner to parents.

Basic Health & Safety  
Wednesday, October 14, 2020  
6:00 pm - 9:00 pm  
Location: Virtual  
Instructor: Lauren Bond  
Fee: $45  Member Fee: $40  
3 hrs HSN  
This workshop provides basic information about critical health and safety topics for all child care providers to meet the requirement of the proposed licensing regulation regarding training in basic health and safety areas.

Recognizing and Responding to Challenging Behaviors  
Saturday, October 17, 2020  
10:00 am - 12:00 pm  
Location: Virtual  
Instructor: Lindsay Dryer  
Fee: $28  Member Fee: $23  
2 hrs CD  
This workshop reviews the importance of recognizing challenging behaviors. Participants will learn what challenging behaviors look like, how to identify them, and what they can do to help. Participants will also learn how to create written observations of behaviors to identify patterns and implement strategies to prevent challenging behaviors from occurring.

Supporting Breastfeeding in Childcare/SIDS  
Tuesday, October 27, 2020  
6:30 pm - 7:00 pm / 7:30 PM -9:30 PM  
Location: Virtual  
Instructor: Lauren Bond  
Fee: $10/ $33  Member Fee: $10/ $28  
0.5 Continued Training / 2 hrs HSN  
Learn about the new regulations and how you will incorporate them into your home or center. SIDS is the leading cause of death in children under 12 months of age in child care. This class teaches safe sleeping practices and meets OCC requirements for SIDS training.

When you see this symbol, it represents the letter “P” for Parents. This “P” means any parent is welcome to attend this class for FREE! You will need to call our office to register: 443-782-9001

No certificate will be issued.
Important Training Note:

All classes listed are VIRTUAL unless noted with an asterisk (*).

ALL CLASSES ARE SUBJECT TO CHANGE DUE TO COVID-19 RESTRICTIONS.

Core of Knowledge Codes:

CD - Child Development
CM - Community
CU - Curriculum
HSN - Health, Safety, & Nutrition
Prof - Professionalism
SN - Special Needs

November 2020

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Working with Parents
Tuesday, November 3, 2020
6:00pm - 9:00 pm
Location: Virtual
Instructor: Debbie Wood
Fee: $38 Member Fee: $33
3 hrs CUR

Music can be made an integral part of a child’s day, from Hello songs, to creative movement, to natural rhythms at work while children play. Participants will learn to encourage musical exploration and have a chance to engage in a variety of musical experiences during the workshop.

What Happened to the World: Helping Children Cope
Wednesday, November 4, 2020
6:00pm - 8:00 pm
Location: Virtual
Instructor: Lauren Bond
Fee: $28 Member Fee: $23
2 hrs COM

Adults largely set the emotional landscape for children. Children depend on us to be strong, to know what is happening and to guide them through turbulent times. Learn ideas and

Register for training: https://workshops.arundelccc.org/CVSListView.aspx

My World: Social Studies for Young Children
Thursday, November 5, 2020
6:00pm - 9:00 pm
Location: Virtual
Instructor: Debbie Wood
Fee: $38 Member Fee: $33
3 hrs CUR

Create meaningful activities for your children based on their interests in themselves, their families, their classmates, their communities, their country, and the world.

Raindrops on Noses and Toes in the Dirt: Infants and Toddlers in the Outside Classroom
Monday, November 9, 2020
6:00 pm - 9:00 pm
Location: Virtual
Instructor: Rebecca Schaefer
Fee: $38 Member Fee: $33
3 hrs CUR

This workshop takes a look at how to develop and create an outdoor classroom across all the domains of learning for infants and toddlers in your care.

First Aid/CPR (Infant/Child/Adult)/AED Certifications
Saturday, November 14, 2020
First Aid Time: 9:30 am –11:30 pm
CPR Time: 12:00 pm - 3:00 pm
Location: Pip Moyer Recreation Center (PMRC)
273 Hilltop Lane Annapolis, MD 21403
Instructor: Craig Smith
First Aid Fee: $45 Member Fee: $40
CPR Fee: $60 Member Fee: $55
Combo Fee: $75 Member Fee: $70
Certification is good for two years.

Understanding Autism Spectrum Disorder in the Preschool Program
Saturday, November 14, 2020
10:00 am - 1:00 pm
Location: Virtual
Instructor: Lindsey Dryer
Fee: $38 Member Fee: $33
3 hrs SN

This course provides child care providers with the tools for understanding positive partnerships with parents/guardians/family members. It is designed to help providers select a variety of ways for families to be represented in their classrooms so that the children feel comfortable and to stay connected to their families and community while they are in the child care

Supporting Young English Language Learners
Monday, November 16, 2020
6:00pm - 9:00 pm
Location: Virtual
Instructor: Lauren Bond
Fee: $38 Member Fee: $33
1 hr CUR, 1 hr COM, 1 hr CD
This session gives educators the skills needed to help support the young English language learners in their care.

Drama Kings and Queens – Drama Play in the Lives of Young Children
Tuesday, November 17, 2020
6:00pm - 9:00 pm
Location: Virtual
Instructor: Debbie Wood
Fee: $38 Member Fee: $33
3 hrs CUR

What is the purpose of dramatic play? Making sense of and practicing social roles, imagination, emotional work, communication, cultural learning. The workshop provides suggestions for encouraging the development of a rich dramatic play environment.

World of Stories – Multicultural Folk Tales
Thursday, November 19, 2020
6:00pm - 9:00 pm
Location: Virtual
Instructor: Debbie Wood
Fee: $38 Member Fee: $33
3 hrs CUR

Participants will jump right in with a dramatization of an Anansi tale from Africa and other stories from around the world. A case is made for the values of traditional folk tales: good literature, rich language, multicultural exposure, and fun. Presentation and follow-up are discussed and demonstrated. A book list is provided.

Curriculum Planning
Monday, November 23, 2020
6:00pm - 9:00 pm
Location: Virtual
Instructor: Debbie Wood
Fee: $38 Member Fee: $33
3 hrs CUR

This workshop aids teachers in exploring the needs and interests of the children in their care. Curriculum development emerges from an interaction between the children and the teacher. Participants will practice theme-based planning to consider activities for future use.

We Now Offer Virtual “On-Site” Training
Arundel Child Care Connections is now offering virtual “onsite” training. We will provide the trainer, platform and digital copies of all materials. You may choose to do this at your center/home, or your staff may complete the training from their homes. At this time we are requiring a minimum of 8 participants for all virtual “on-site” trainings. For more information please contact our office: welcome@arundelccc.org
December 2020

Basic Health & Safety
Tuesday, December 1, 2020
6:00 pm - 9:00 pm
Location: Virtual
Instructor: Lauren Bond
Fee: $45  Member Fee: $40
3 hrs HSN
This workshop provides basic information about critical health and safety topics for all child care providers to meet the requirement of the proposed licensing regulation regarding training in basic health and safety areas.

Emergency Preparedness for Child Care Providers
Tuesday, December 1, 2020
Wednesday, December 2, 2020
Thursday, December 3, 2020
Location: Virtual
Instructor: Cara Bethke
Fee: $60  Member Fee: $65
3 hrs HSN, 3 hrs PRO
Participants will develop an individual EP plan in this workshop. You will learn the necessary actions to keep you and the children in your care safe in any emergency situation. You must complete all three sessions to receive certificate.

Togetherness Again: Group Time and Group Games
Thursday, December 3, 2020
6:00 pm - 9:00 pm
Location: Virtual
Instructor: Debbie Wood
Fee: $38  Member Fee: $33
3 hrs CUR
When children get together, activities can foster group cohesion and camaraderie. Shared activities, such as songs, games, and discussions, enhance the learning process for all.

Supporting Breastfeeding in Childcare
SIDS
Monday, December 7, 2020
6:30 pm - 7:00 pm / 7:30 PM - 9:30 PM
Location: Virtual
Instructor: Rebecca Schaefner
Fee: $10/ $33  Member Fee: $10/ $28
0.5 Continued Training / 2 hrs HSN
Learn about the new regulations and how you will incorporate them into your home or center. SIDS is the leading cause of death in children under 12 months of age in child care. This class teaches safe sleeping practices and meets OCC requirements for SIDS training.

Does Santa Fast For Ramadan?
Tuesday, December 8, 2020
6:00 pm - 9:00 pm
Location: Virtual
Instructor: Debbie Wood
Fee: $38  Member Fee: $33
3 hrs COM
Explore the religious beliefs and traditions of the families you work with. Learn to separate "teaching religion" from teaching about religion. The workshop includes many examples of hands-on activities to celebrate cultural identity without offending parents' beliefs: construct a piñata, dip candles, and act out multicultural folk tales.

Supporting Breastfeeding in Childcare
Including all Children and The American Disabilities Act (ADA)
Wednesday, December 9, 2020
6:00 pm - 9:00 pm
Location: Virtual
Instructor: Lauren Bond
Fee: $38  Member Fee: $33
3 hrs SN
Child care professionals will be presented with information, strategies, and resources on how to develop and implement an ECE environment using best practices that is inclusive to all children and families.

First Aid/CPR (Infant/Child/Adult)/AED Certifications
Saturday, December 12, 2020
First Aid Time: 9:30 am – 11:30 pm
CPR Time: 12:00 pm - 3:00 pm
Location: Virtual
Instructor: Craig Smith
Fee: $45  Member Fee: $40
CPR Fee: $60  Member Fee: $55
Combo Fee: $75  Member Fee: $70
Certification is good for two years.

Sensory Play for Infants and Toddlers
Monday, December 7, 2020
6:00 pm - 8:00 pm
Location: Virtual
Instructor: Rebecca Schaefner
Fee: $28  Member Fee: $23
2 hrs CUR
Sensory play enables infants and toddlers to scaffold learning, building on prior experiences. Providers will learn how to use non-traditional everyday sensory items to create discovery baskets to scaffold memory and enhance brain development in Infants and Toddlers.
Virtual Training Registration & Participation

Pre-registration and pre-payment are required to attend all workshops. Pre-registration occurs when Arundel Child Care Connections (ACCC) receives a registration form with payment, phone call with credit card payment, or an online registration by 8:00 am the morning of the workshop. Last minute registrations will not be accepted at the workshop. You will receive an email after your registration is successfully processed and an additional email approximately 24-hours BEFORE the beginning of the training.

Registration is on a first come, first serve basis. If your registration is received after a workshop has met its capacity, we will notify you and return your payment, or offer you another class choice. Registrations are only transferable when the transfer registration is done 48 hours or more prior to the training date. Confirmations will be emailed with the class information.

Cash, check, money order or credit card payment (VISA, MC or Discover) will be accepted as payment. There will be a $30.00 service fee for returned checks. Checks are made payable to Arundel Child Care Connections.

No refunds will be given unless ACCC cancels the workshop. A class may be cancelled/rescheduled if it does not have three or more participants registered 24-hours prior to the workshop date. In the case of a cancellation, participants will receive a credit transferable to another workshop or a refund will be given. If you need to cancel, you must give ACCC 24-hours’ notice and credit will be given to your account. You have 90 days from the date of class to request a credit/refund. After the 90 days you will forfeit any funds.

You must be present and participate in the entire workshop to receive a certificate for the credit hours listed. Workshops begin at the stated time; please plan to log into the training at least 10 minutes early to allow time for any technical difficulties. If you log into the training more than 15 minutes after the actual start time of the workshop, you will not receive credit, nor will you receive credit if you log out of the training before it’s completed. You will not be eligible for a certificate, credit, or refund. Training certificates are issued via email within 1 week after the workshop, provided the participant successfully completes the post assessment and evaluation.

If you do not show up for a scheduled class, you forfeit your registration. Any substitutions for the original registrant will incur an additional charge of $5 added to the workshop fee. Substitutions will receive certificates via e-mail once payment is received.

Participants are expected to adhere to the following throughout the virtual training:
- Have camera/video on during the webinar, if available
- Participate in activities and "discussions"
- Answer questions when called on
- Submit assessment and evaluation to get credit for course

Replacement certificates may be requested by emailing Aleace Douglas at aleace@arundelccc.org or by calling 443-782-5001 ext 105. There is a $5.00 fee for each replacement certificate.

All workshops are approved by MSDE Office of Child Care, training number: CKO-156225 (Revised April 2018)

VIRTUAL Training Registration

Please Print All Information

Name ____________________________________________  *Email: ______________________________________

Home Address City, State, *Zip Code ______________________________________________________________________

Home Phone ____________________ Work Phone____________________ Cell Phone______________________

Work Address _______________________________________________________________________________________

Are you an ACCC Member?  No _____ Yes _____ If yes, please provide your member number: _________________

Please Check One:
- Becoming a Family Provider
- Becoming a Center Director
- Child Care Center Staff
- Currently a Family Provider
- Currently a Center Director
- Teacher, School’s Name:
- Other __________________________________________________________

VISA/MasterCard/Discover Number ____________________________________ Expiration Date: ____/____

*An email address is needed if you are paying via credit card and zip code must match billing address.

Mail to: Arundel Child Care Connections, 44 Calvert St., Room 140A, Annapolis, MD  21401

OR, if paying by Credit/Debit Card you may fill out this form and email it to: Aleace@arundelccc.org

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Training Registration & Participation
CPR/FIRST AID and/or Medication Administration ONLY!!

Pre-registration and pre-payment are required to attend all workshops. Pre-registration occurs when Arundel Child Care Connections (ACCC) receives a registration form with payment, phone call with credit card payment, or an online registration by noon the day before the workshop. Walk-ins will not be accepted at the workshop.

Registration is on a first come, first serve basis. If your registration is received after a workshop has met its capacity, we will notify you and return your payment, or offer you another class choice. Registrations are only transferable when the transfer registration is done 48 hours or more prior to the training date. Confirmations will not be emailed/mailed. You may call 443-782-5001 to verify your enrollment in the class.

Cash, check, money order or credit card payment (VISA, MC or Discover) will be accepted as payment. There will be a $30.00 service fee for returned checks. Checks are made payable to Arundel Child Care Connections.

No refunds will be given unless ACCC cancels the workshop. If you need to cancel, you must give ACCC 24-hour’s notice and credit will be given to your account. A class may be cancelled if it does not have six or more participants registered 24-hours prior to the workshop date. In the case of a cancellation, participants will receive a credit transferable to another workshop or a refund will be given. You have 90 days from the date of class to request a credit/refund. After the 90 days you will forfeit any funds.

You must be present and participate in the entire workshop to receive a certificate for the credit hours listed. Workshops begin at the stated time; please plan to arrive ten minutes early to sign-in. If you arrive 15 or more minutes after the stated start time of the workshop, you will be asked to leave. You will not be eligible for a certificate, credit, or refund. Training certificates are issued at the conclusion of each workshop provided the participant successfully completes the post assessment.

If you do not show up for a scheduled class, you forfeit your registration. Any substitutions for the original registrant will incur an additional charge of $5 added to the workshop fee. Substitutions will receive certificates via mail once payment is received.

Workshops are designed for adults only; please make child care arrangements in advance.

Call 443-782-5001 in advance if you need assistance or require special accommodations at the workshop.

In the event of inclement weather, call 443-782-5001 for closure information and cancellation of workshops. In the event of a cancelled workshop due to weather, credit will be given toward another workshop. ACCC follows the Anne Arundel County Public School inclement weather closings. If your workshop is being held at a library please contact the library for closure information.

No food/drink is permitted in Room 161 (Arundel Center) when attending a class at ACCC.

Replacement certificates may be requested by emailing Aleace Douglas at aleace@arundelccc.org or by calling 443-782-5001 ext 105. There is a $5.00 fee for each replacement certificate.

Covid-19: Maximum of 14 participants for all in person trainings. You must follow ALL social distancing recommendations (such as 6 feet of space between participants and wearing a mask for the duration of the training). If anyone attending the training test positive for COVID-19 within 3 weeks from the date of the training you MUST notify Arundel Child Care Connections IMMEDIATELY so that we may notify the trainer and other participants.

- All workshops are approved by MSDE Office of Child Care, training numbers: CKO-156225

Training Registration (CPR/FIRST AID and/or Medication Administration ONLY)

Please Print All Information

Name ___________________________  *Email: ___________________________

Home Address City, State, *Zip Code __________________________________________________________

Home Phone ____________________ Work Phone____________________  Cell Phone ______________________

Work Address __________________________________________________________________________

Are you an ACCC Member?  No _____ Yes _____ If yes, please provide your member number:

Please Check One:

_____ Becoming a Family Provider  _____ Becoming a Center Director  _____ Child Care Center Staff

_____ Currently a Family Provider  _____ Currently a Center Director  _____ Teacher, School’s Name:

_____ Other ____________________________________________

VISA/MasterCard/Discover Number ___________________________________________ Expiration Date: _____ / _____

*An email address is needed if you are paying via credit card and zip code must match billing address.

Mail to: Arundel Child Care Connections, 44 Calvert St., Room 140A, Annapolis, MD 21401
OR, if paying by Credit/Debit Card you may fill out this form and email it to: Aleace@arundelccc.org

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If you have a concern about your child care

If you are dissatisfied with a caregiver, you may contact LOCATE: Child Care at 877.261.0060 and speak with a Referral Specialist to discuss your concerns. Many difficulties between you and a provider can be resolved. Your Referral Specialist can give you some helpful tips for continued communication with your provider.

Complaints that involve any threat to the health, safety or welfare of a child should be immediately registered with your regional Office of Child Care and, in certain circumstances, with the Child Protective Services division of your local department of social services. LOCATE: Child Care Referral Specialists can be reached by telephone at 877.261.0060 and can provide you with the telephone numbers of the office nearest you.

If you do have a complaint of this nature, our Referral Specialists can assist you by gathering pertinent information concerning your concern and registering your complaint with the appropriate regulatory or social services agency. The complete LOCATE: Child Care complaint policy is available below for you to review.

 Locate: child care complaint policy

Through MFN’s LOCATE: Child Care service, parents share feedback with the LOCATE: Child Care staff on the programs in the files: licensed child care centers, registered family child care providers and accredited preschools and camps. While this feedback is at times positive, it sometimes concerns complaints parents have about child caregivers. Of course, MFN and the Maryland Child Care Resource Network want to use this information in a way that is fair to providers and parents, while protecting children, as well.

Therefore, the LOCATE: Child Care Complaint Policy was developed and has been in effect since its approval by the Maryland Committee for Children Board in November, 1983. According to this policy, all complaints made to LOCATE: Child Care about child care providers/facilities are recorded. The type of complaint is then determined:

Less Serious Complaint – No Violation: complaints which do not involve violations of child care regulations; complaints about situations which do not pose a threat to the safety, health or welfare of a child.

Less Serious Complaint Involving Violation: complaints of any violation of Office of Child Care (OCC), Maryland State Department of Education (MSDE) regulations, and/or the Health Department which do not pose a threat to the health, safety or welfare of a child.

Serious Complaint: any threat to the immediate health, safety, or welfare of a child.

When a parent calls LOCATE: Child Care with a complaint, the referral specialist advises him/her to register the complaint directly with the appropriate regulatory agency and/or Protective Services. Names and telephone numbers of the person with whom the parent should speak are provided.
When a Serious Complaint is received concerning one of the providers of facilities in the LOCATE: Child Care system, no referrals are made by the referral specialists to that provider/facility. The LOCATE: Child Care Director also communicates with the appropriate regulatory agency personnel about the complaint, and maintains the “hold” on the provider/facility until the agency’s disposition of the complaint is known. Should the investigation result in no action, the “hold” status is removed from that provider's/facility’s records. Should the license or registration be revoked, the record is removed from the LOCATE: Child Care files. Providers are advised of LOCATE: Child Care’s actions in writing.

A provider may appeal the LOCATE: Child Care Director’s decision to cease referrals. Appeals are first addressed to the LOCATE: Child Care Advisory Committee. Final appeals may be made to the board of the Maryland Family Network.

It is the position of LOCATE: Child Care and MFN that the Complaint Policy is both fair and workable. Safeguards and due process are afforded to the care givers in the files, and parents’ and children’s rights to safety are addressed, as well. Any questions on this policy should be addressed to FloJean Speck, Director, LOCATE: Child Care.

**Child care resource and referral center complaint policy**

All of the resource centers of the Maryland Child Care Resource Network strive to provide high quality service to their constituencies. However, in the event that someone has concerns about an incident regarding some aspect of service at a regional child care resource center or feels that he/she was mistreated by a staff member of a resource center, the caller should contact the resource center involved.

If the person is not satisfied with the way the concern or complaint was handled by the regional resource center, he/she can contact the Network Manager at the Maryland Family Network (MFN) at 410.659.7701. As the Statewide Coordinating Entity, MFN will investigate the complaint and act on it appropriately.

*all LOCATE information was retrieved from : [http://www.marylandfamilynetwork.org/complaint-policy/](http://www.marylandfamilynetwork.org/complaint-policy/)
Helpful Telephone Numbers

LOCATE: Child Care (Child Care Referral Service for parents) .......................... 1-877-261-0060
LOCATE: Child Care (Update Services for Providers) .......................... 1-866-752-1614
Aundel Child Care Connections Office ........................................... 443-782-5001
Aundel Child Care Connections Executive Director (Germaine Adams) ext 100 .................. 443-782-5001
Aundel Child Care Connections Training Coordinator ext 101 .......................... 443-782-5007
Aundel Child Care Connections Training Registrar/Education Assistant (Aleace Douglas) ext 105.. 443-782-5004
Aundel Child Care Connections Early Childhood Specialist (Stacey King) ext 102 ........... 443-782-5005
CHAMPS Program - Early Childhood Behavior Specialist (Tya Burris) ext 103 .............. 443-782-5009
CHAMPS Program - Early Childhood Behavior Specialist (Danequa Offei) ext 104 ........... 443-782-5006
Office of Child Care Regional Office - Region 1 - Annapolis .......................... 410-573-9522
Maryland EXCELS Quality Assurance Specialist (Thea Quible) .......................... 410-573-9523
Anne Arundel County Family Child Care Association .......................... 410-695-0895
Anne Arundel County Child Care Center Association ......................................... 443-274-2097
Anne Arundel County Infants and Toddlers Program (Birth to 3) .......................... 410-222-6911
Anne Arundel County Child Find (Ages 3-5) ................................................. 410-766-6662
Maryland Children Health Program ................................................. 800-456-8900
The Caring Connection .................................................. 888-817-8687
The Planning Council (USDA Child Food Program for Family) .......................... 800-410-9774
The Planning Council (USDA Child Food Program for Centers) .......................... 410-767-0214
Anne Arundel County Network of Care for Children & Families .......................... 800-485-0041
Anne Arundel County Department of Social Services ........................................ 410-269-4500
Anne Arundel County Child Protective Services ............................................. 410-421-8400
Maryland POISON Center .......................................................... 800-222-1222
Child Care Subsidy (Purchase of Care Vouchers) ............................................. 866-243-8796
Due to COVID-19 and Governor Hogan’s executive order to practice social distancing, our office is currently closed to the public and the entire ACCC staff is working remotely. Our current office hours are as follows:

**Monday– Friday**  8:30 am– 4:30 pm

We will resume with our standard hours once we return to the office:

**Arundel Child Care Connections**
**Business Hours**
**Monday– Thursday**  8:30 am– 4:30 pm
**Friday (Office Day)**  9:00 am– 3:00 pm

**Closed:**
- Monday, September 7, 2020
- Monday, October 12, 2020
- Wednesday, November 11, 2020
- Thursday, November 26, 2020
- Friday, November 27, 2020
- Thursday December 24, 2020 - Sunday, January 3, 2021

**In the event of INCLEMENT WEATHER**
Call...443-782-5001

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**PHILOSOPHIES, PRINCIPLES, AND VALUES**

1. Meeting individuals and organizations where they are: sharing our passion for serving children, families, and staff
2. Promotion of self-care: creating space in the day to do things that nurture and sustain you and your chosen profession
3. Culture of Collaboration: sharing behaviors and values that promote and support knowledge exchange with the children, families, and child care providers we serve
4. Commitment to growth: refining the knowledge, passion, and professionalism of those we serve
5. Empowering the profession: enabling staff and providers to build trust and empathy, solicit feedback, provide instruction, simplify discovery, show appreciation, and recognize limitations in order to promote and strengthen the early education field.

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The *Arundel Child Care Connections, Inc.* is a member of the Maryland Child Care Resource Network with funding provided from the Maryland State Department of Education, and through Maryland...