

THE QUALITY TIMES

CHILD CARE RESOURCE CENTER

VOL. 10 NO.3

JULY, AUGUST, SEPTEMBER 2005

Director's Notes

Happy summer! I hope that everyone is enjoying the sunshiny days. Please remember these important summer safety tips; **1.** Never leave a child(ren) unattended in or near the water. **2.** Make sure children always wear a helmet when riding a bicycle or scooter, roller blading or skateboarding. **3.** Protect children from excessive exposure to the sun especially from 10a.m. to 4p.m. Use a sunscreen with a Sun Protection Factor (SPF) of 15 or higher. **4.** Use insect repellent sparingly on older children and never on infants. **5.** Make sure your First Aid kit is stocked for summer. We want everyone to have a safe and fun summer.

Remember, family home providers are eligible to receive the \$250 grant once per year. If you are not sure if you have applied already or have any other questions please call Lisa at 1-800-585-1603. She'll be to assist you with your questions.

We hope that you have a wonderful summer. If you have any questions or concerns, please don't hesitate to call your local CCRC office. We're here to help you become the best provider you can be. We value your commitment to your profession!

Traci M. Kinney,
Director



IT'S THE LAW!!!

NEW SEATBELT LAW EFFECTIVE IN JULY

Parents and providers of young children need to be prepared for an upgrade to the current child passenger safety law that follows the National Highway Traffic Safety Administration's guidelines for child safety seats.

Beginning July 6, 2005, the new law will require children up to the age of 8 to be properly secured in a federally approved child safety seat, including booster seats, unless they reach the height of 49 inches before their 8th birthday.

Penalty for violation will be not less than \$10.00 or more than \$20.00.



IN THIS ISSUE:

TRAINING INFORMATION	PG 2-3
TRAINING SCHEDULES	PG 4-6
FIRST AID AND CPR	PG 6
PROVIDER INFORMATION	PG 7-11



VISION SCREENING TRAINING

WHEN: September 17 , 2005
WHERE: Ohio County Library
TIME: 10:00 am - 2:30 pm

Participants should agree to use the screening with pre-school children at some point during the next year. Kits will be provided for future screenings.

Due to the limited class size, participants should call early to register!!
Call 1-800-585-1603 or 232-1603

*Bring a lunch and drink

IT'S BACK! PROJECT WILD

WHEN: November 5, 2005 Saturday
WHERE: Ohio County Library
TIME: 10:00am to 2:30pm
WITH: ELIZABETH GALLAGHER

Due to the limited class size, participants should call early to register!!
Call 1-800-585-1603 or 232-1603



*Bring a lunch and drink

TRAINING REMINDERS

- * CHILDREN ARE NOT ALLOWED AT ANY OF THE TRAINING SESSIONS.
- * PLEASE BE COURTEOUS AND CALL AHEAD TO RESERVE, OR CANCEL YOUR ATTENDANCE SLOT.
- * WITHIN 6 MONTHS OF REGISTRATION, FAMILY CHILD CARE PROVIDERS MUST COMPLETE FIRST AID AND CPR TRAINING. FIRST AID AND CPR COUNT TOWARDS THE HEALTH AND SAFETY REQUIREMENT. EACH YEAR, 2 HOURS OF HEALTH AND SAFETY PLUS 6 MORE HOURS IN OTHER CORE COMPETENCY AREAS ARE REQUIRED TO REMAIN CERTIFIED.



NEW ACDS CLASS TO BEGIN IN MORGANTOWN IN

THE FALL

The **West Virginia Apprenticeship for Child Development Specialist (ACDS)** is a training program for people who are employed in early care and education programs. **ACDS** promotes highly skilled, confident, early childhood employees; informed supportive early childhood professionals; quality early childhood classrooms. Program participants include **Child Care, Head Start, Family Day Care, Preschool, Home Visitors**....those currently employed in early care and education programs.

Apprentices attend four semesters of course work. A semester consists of 15 weeks, with one three-hour class each week. **A NEW CLASS will begin in MORGANTOWN in AUGUST. Registration and orientation for the Monday night class will be held at MTEC at 6:00 p.m. on August 22, 2005.** The classes are **FREE** but there is a one-time fee of \$65.00 to cover books and lab fees for all four semesters, due the night of registration. Apprentices at the **Workforce Development Office (304-285-3120)** to have their costs completely covered plus they will get a small stipend for attending each class. For more information about the **ACDS** program, visit www.wvaacds.org or call Suzi Brodof at 1-888-WVA-ACDS.

ACDS MENTORING TRAINING

If you would like to become a mentor to a family provider in ACDS, please attend the Mentoring Training class.

WHEN: Wed., June 29, 2005

WHERE: Child Care Resource Center
Wheeling

TIME: 9:30 am - 3:30 pm For more information about the **ACDS** program, visit www.wvaacds.org or call Suzi Brodof at 1-888-WVA-ACDS.

**WEST VIRGINIA
INFANT/TODDLER CLASSES
“ONE STEP AT A TIME”**

JULY 6, 13, 20, 27

AUGUST 3, 17

9:00 - 5:00 each day

In order to attend the training the provider must:

1. Provide direct services to infants/toddlers.
2. Be able to attend all 6 classes.

**CLASSES WILL BE HELD AT
MONONGALIA COUNTY LIBRARY**

Call 1-800-585-1603 and RSVP as soon as possible with Wendy Miller, Infant and Toddler Specialist.

Sherry Defibaugh-Educational Trainer, Jane Rose-Behavior Support Specialist and Tracey Willis-Educational Trainer
 To register for Sherry or Jane's trainings, please call 232-1603 or 1-800-585-1603. To register for Tracey's trainings please call 292-7357 or 1-888-272-7357.

Date/Day	Training Title	Core Knowledge/ Competency	Tier	Location	Time
7/5, Tues.	Child Abuse/Neglect	Health/Safety	1	Wheeling CCRC office, Mull Ctr.	6:00-8:00
7/7, Thur s.	Stay Safe Around Animals	Health/Safety	1	Wheeling CCRC office, Mull Ctr.	12:00-2:00
7/7, Thurs.	Math + Preschoolers	Curriculum	2	Morgantown CCRC office	2:00-4:00
7/9, Sat.	Block and Dramatic Play	Curriculum	2	Weirton CCRC office	10:00-12:00
7/12, Tues.	Promoting a Positive Learning Environment	Curriculum	2	The Kings Daughter Child Care 61- 13 th Street, Wheeling	6:00-8:00
7/13, Wed.	Biting	Positive Interactions and relationships	2	Kids Korner Child Care Ctr. 464 Inglewood Blvd. Morgantown	6:00-8:00
7/15, Fri.	Oral Health	Health, Safety & Nutrition	2	Tyler Co. Senior Center	10:00-12:00
7/18, Mon.	Home Safety	Health, Safety & Nutrition	1	Marion Co. Library	5:00-7:00
7/19, Tues.	Promoting a Positive Learning Environment	Curriculum	2	Cradles to Crayons Child Care 2606 National Road Wheeling	5:30-7:30
7/21, Thurs.	Block and Dramatic Play	Curriculum	2	Follansbee Library, Brooke County	11:00-1:00
7/21, Thurs.	What do you do with the mad that you feel?	Child growth & Development	2	Little Bear Child Care 121 Buckey Hill Road Wellsburg	5:30-7:30
7/23, Sat.	Childhood Bullies	Positive Interactions	2	Morgantown CCRC office	9:00-11:00
7/26, Tues.	Biting	Positive Interactions and Relationships	2	Glen Dale UM Child Care Ctr. 700 Wheeling Ave. Glen Dale	5:30-7:30
7/27, Wed.	Stay Safe around Animals	Health/Safety	1	Moundsville Public Library	10:00-12:00
8/2, Tues.	Resolving Conflicts in Child Care Settings	Positive Interactions and Relationships	2	Cradles to Crayons 2606 National Road Wheeling	5:30-7:30
8/6, Sat.	Child Abuse & Neglect	Health/Safety	1	Weirton CCRC office	10:00-12:00
8/9, Tues.	Block and Dramatic Play	Curriculum	2	Weirton CCRC office	5:00-7:00
8/10, Wed.	Home Safety	Health, Safety & Nutrition	1	Wetzel County Library	10:30-12:30
8/10, Wed.	Responding to Problems and Conflicts	Positive Interactions and Relationships	2	The Kings Daughter Child Care 61- 13 th Street, Wheeling	6:00-8:00

8/11, Thurs.	Oral Health	Health, Safety & Nutrition	2	Marion County Health Department	1:00-3:00
8/13, Sat.	Childhood Bullies	Positive Interactions	2	Marion Co. Library	9:00-11:00
8/13, Sat.	Block and Dramatic Play	Curriculum	2	Follansbee Library, Brooke Co.	10:00-12:00
8/16, Tues.	Pretend Play	Growth & Development curriculum	2	Morgantown CCRC office	6:00-8:00
8/16, Tues.	What do you do with the mad that you feel?	Child Growth & Development	2	The Children's Academy 200 Preston Ave. Weirton	6:00-8:00
8/18, Thurs.	Time Management	Professionalism	1	Wheeling CCRC office	1:00-3:00
8/24, Wed	Time Management	Professionalism	1	Moundsville Library	11:00-1:00
8/25, Thurs.	Challenging Behaviors	Positive Interactions and Relationships	2	Little Bear Child Care 121 Buckey Hill Road Wellsburg	5:30-7:30
9/8, Thurs	Intro to Child Abuse & Neglect	Health/Safety & Nutrition	1	Morgantown CCRC office	10:00-12:00
9/10, Sat.	Positive Guidance	Positive Interactions	2	Wetzel County Library	10:30-12:30
9/12, Mon.	Challenging Behaviors	Positive Interactions and Relationships	2	The Kings Daughter Child Care 61-13 th Street, Wheeling	6:00-8:00
9/13, Tues.	Positive Guidance	Positive Interactions	2	Marion County DHHR Room148	1:00-3:00
9/13, Tues.	Time Management	Professionalism	1	Follansbee Library, Brooke Co.	5:00-7:00
9/15, Thurs.	Home Safety	Health, Safety & Nutrition	1	Morgantown CCRC office	10:00-12:00
9/15, Thurs.	Time Management	Professionalism	1	Weirton CCRC office	1:00-3:00
9/17, Sat. Class size limited	Vision Screening Training for Preschoolers	Health/Safety 4 hours credit	1	Ohio County Library	10:00-2:30 Bring sack lunch
9/27, Tues.	Challenging Behaviors	Positive interactions & Relationships	2	Glen Dale UM Child Care Ctr. 700 Wheeling Ave. Glen Dale	5:30-7:30
9/29, Thurs.	Stress Management	Positive interactions & Relationships	2	Moundsville Library	1:00-3:00
9/29, Thurs.	Biting	Positive interactions & Relationships	2	The Children's Academy 200 Preston Ave. Weirton	6:00-8:00

These trainings, along with any possible additions during the quarter, are listed on-line at www.wvearlychildhood.org under Training calendar on the main menu.

FIRST AID/CPR

DATE	TITLE	LOCATION	TIME	COST
July 9, Saturday	Adult CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-9500	9am-2pm	\$35
July 11, Monday	Adult CPR/AED (AED-Automated External Defibrillator)*optional	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-10:00pm	\$30
July 11, Monday	Community CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	6pm-10pm	\$45
July 12, Tuesday	Infant and Child CPR	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-8:30pm	\$35
July 13, Wed nesday	First Aid Training	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-8:30pm	\$25
July 23, Saturday	Adult CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	9am-2pm	\$35
July 25, Monday	Community CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	6pm-10pm	\$45
July 27, Wednesday	CPR	Wheeling Medical Park Auditorium A 243-3900	6:00pm-10:00pm	\$10
Aug. 6, Saturday	Adult CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	9am-2pm	\$35
Aug. 8, Monday	Community CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	6pm-10pm	\$45
Aug. 9, Tuesday	Adult CPR/AED (AED-Automated External Defibrillator)*optional	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-10:00pm	\$30

Aug.10, Wednesday	First Aid Training	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-8:30pm	\$25
Aug. 20, Saturday	Adult CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	9am-2pm	\$35
Aug. 22, Monday	Community CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	6pm-10pm	\$45
Sept. 12 Monday	Adult CPR/AED (AED-Automated External Defibrillator)*optional	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-10:00pm	\$30
Sept. 12, Monday	Community CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	6pm-10pm	\$45
Sept. 13 Tuesday	Infant and Child CPR	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-8:30pm	\$35
Sept. 13 Tuesday	Adult Heart-saver CPR	Weirton Medical Center 797-6054	6:00pm-8:00pm	\$10
Sept. 14 Wednesday	First Aid Training	Red Cross 193 29 th Street Wheeling, WV 232-0711	6:00pm-8:30pm	\$25
Sept. 17, Saturday	Adult CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	9am-2pm	\$35
Sept. 26, Monday	Community CPR & First Aid	Red Cross 1299 Pine View Drive Suite 3 Morgantown, WV 585-5900	6pm-10pm	\$45
Every Thursday	CPR only First Aid given according to demand	Eric Carper 797-8775or 479-3742 For directions and location	7:00pm Brooke/ Hancock Area	Call for prices and availability of classes
2 nd Saturday of every Month	Community First Aid and CPR	Marion Co. Red Cross 105 First Street Fairmont, WV 366-2060	10:00 am - 4:00 pm	\$35 Must pre- pay

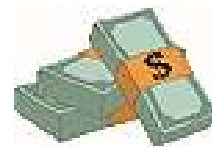


BILLING RULES AND REMINDERS FOR SUBSIDIZED PROVIDERS

Please follow these billing rules and reminders when completing the request for payment form and the attendance sheets. Remember that erroneous forms can result in the delay of your payment.

1. The use of white out on the billing forms is prohibited. The forms will not be processed if white out is used. The forms will be returned to be correctly completed.
2. If a mistake is made, the person who made the mistake can simply draw a line through the error, make the correction and initial the change. If the change is not initialed, the forms will be returned for correction.
3. Only the person dropping off/picking up the child (ren) is allowed to list the times in/out. The time that the child arrived or left should be recorded on the attendance sheet as the child is being signed in/out. If it is determined that the person who is dropping off/picking up the child is not listing the times in and out, the provider services agreement can be terminated by this agency and payment for subsidized care may be stopped.
4. The child (ren) must be signed in and out on a daily basis, not at the end of the month. Having the client sign at the end of the month is in direct violation to WV Child Care Policy. If it is determined that the client is not signing on a daily basis, the provider services agreement can be terminated by this agency and payment for subsidized care may be stopped.
5. The only circumstance that a provider should sign a child in or out is when the child is going to, or returning from school. In this case, the provider must list the time the child arrived or left, and sign their own name. At the end of the day, the parent needs to initial where the provider signed the child in or out.
6. Remember to completely fill out the attendance sheets and billing forms with all necessary information including provider signature, dates, child birth date, child fees, subtotals, totals and the month being billed for. If any of this information is missing, the forms will be returned for correction.
7. Ink only is to be used when completing these forms.
8. The billing form and attendance sheets are considered legal documents and must be submitted in a professional manner. Please do not allow children to write, draw, or color on these forms.
9. The person that signs the child in and out must sign their first and last names. Initials will not be accepted when signing a child in or out.
10. Remember to only submit payment for the allowed times that the client certificate lists. Advise the client to call their caseworker if more time is needed for the certificate.

If there are any questions or comments, please call your local CCRC and ask for the Billing Specialist.



TRAILS

Traveling Resource and Information Library Service

Q. I don't understand how the TRAILS program works: Can you tell me?

A. If you are interested in using the TRAILS program, just call the CCRC number in Wheeling 232-1603 or 1-800-585-1603. Talk to Kathy, the TRAILS specialist about an appointment. She'll come to your home or center to explain the program, the rules, and give you a tour of the TRAILS van!

Q. What kind of things can I borrow from the TRAILS van?

A. The TRAILS program has a huge selection of developmental toys, books – children's and resource, videos (including the entire Baby Einstein series), special needs equipment, and children's music. The TRAILS program can loan items that you might not be willing to purchase without trying out first. There is even a crib available for loan!!

Q. How often will I see the TRAILS specialist?

A. The TRAILS van is operating on a monthly rotation and visits all counties in the region .

What can I do now?

Every provider has heard that phrase at least once from the children in their care - running out of ideas of things to do? Try these:

*Have your child put an ice cube outside. How long until it melts? Until it evaporates? *Have the child make a collage of things he has found outside - maybe even on a walk around the block! *String a macaroni necklace and count the pieces of macaroni. * Have your child be an 'Insect detective" - watch how hard an ant or other insect works. *Read a poem or nursery rhyme to the child - help the child memorize the verse (or portion) so that they can repeat it when you say the verse together. * Stop at a travel agency for vacation brochures to share with the children - ask how they might travel to that spot, what they might pack for the trip, and then go on an imaginary trip to that spot. Chairs in a row, or a blanket on the floor can become a bus, train or plane. Older kids may want to find books at the public library about that locale. * Teach the children about being safe - The Yellow Dino series is available for loan from the TRAILS van! * Paint the sidewalk (or draw a masterpiece) with a paintbrush and a cup or bucket of water. * Find things to count- fingers, toes, slices of banana or flowers in the garden! * Listen to music - skip, march, sway, tiptoe or dance to the beat!



SEVEN STEPS TO A HEALTHY PROVIDER

1. **Rules** Make sure that every child knows the rules in YOUR HOME. Children learn at a young age the difference in the rules in their home and yours!
2. **Schedules** You will find out that a daily schedule will help you as much as the child. The parent who doesn't have a schedule at home will also learn to appreciate their child's schedule.
3. **Outdoor play** As hard as it is some days to put on those shoes and socks, ten minutes of outdoor play before lunch will help most children sleep better for their afternoon nap. Every child under the age of five needs quiet time at least once a day.
4. **Meals** Making meals fun can be a perfect way to teach children new foods. Adding food coloring (except red) to different foods can brighten up a meal. Take a seat and eat with children when possible. It is a great time to bond with a child and teach them table manners.
5. **Time for yourself** An over-worked provider is not a healthy provider. Take time out for yourself. A nap, a bubble bath, a walk, a good nights sleep, will make you a better provider, and you deserve it!
6. **Communication** Keeping the line of communication open with parents will create a much healthier child. Having a parent and a provider looking out for the welfare of a child can only create a much healthier adult.
7. **It's a job** Remember....just because you are in your home providing care for children for hours at a time, it's your job. Allow yourself enough time in the morning to prepare for the day. Get dressed, have breakfast, take care of your own family needs.....then off to work you go!

Reporting child abuse

As a Child Care Provider you often see the children more than anyone else. Many people fear that reporting or admitting abuse will destroy a family. The truth is, getting help can:

- * Protect Children from further harm
- * Help the family face and overcome its problems

In severe cases, children may be removed from a home for their immediate safety. However, proper treatment can often help children and families return to healthier lives. Take action!!

- * Child abuse must be reported and addressed!
- * If you are abusing a child, or know of someone who is, its your responsibility to act.

To report abuse call the CPS hotline at 1-800-352-6513 any time of day or night, or call your local Department of Health and Human Resources.





Summer Boredom Breakers, Fun Backyard Games

* Batter's All Wet! AGES 8 AND UP

Materials: Non-latex Balloons, Water, Plastic Bat (SUPERVISION REQUIRED)

Fill several balloons with water. Divide the children into two teams. Have a pitcher toss a balloon across the plate and have the batter, using the plastic bat, swing, every hit makes a splash. Playing water-balloon baseball is a great way to have fun and cool off on a hot summer day.

* Dueling Nozzles

Materials: Two Water Hoses, Water and a Beach Ball

Each team gets a hose and tries to push the ball across the opponents goal line. A well-timed body block can be a cool trick.



* Water Toss

Materials: Hula-Hoop, Zip-Lock Baggies, Bucket and Water

Place a hula-hoop on the ground. Open zip-lock baggies into bucket of clean water, then seal. Divide children into teams. Object of the game is to toss bag into center of the hula-hoop. The team with the most bags nearest to the center of the hula-hoop wins.

* Bubble Blow Out

Materials: Dish Soap, (Dawn Works Best), Water, Straws, Food Coloring, Plastic Glasses and Paper

Fill 3-4 cups about 3/4 full of water. Add Dish Soap. Add a few drops of food coloring. Have children take a straw and put it in the bubble solution and instruct the children to blow until the bubbles are coming over the top of the cup. Have the children lay their paper over the cup and the bubbles will pop leaving a beautiful design on the paper.

* Outdoor Painting

Materials: Water Colors, Chalk, Paint Brush, Spray Bottle, Food Coloring



Take the children outside and using watercolors or chalk have them paint on sidewalks, or pavement. Another variation is to fill a spray bottle with water, add a few drops of food coloring to create beautiful rainbow pictures.