Learning Plan 13 –

Assignment List

1. Mind Tool Quiz and Reflection
2. Create list of ways to deal with stress
3. Circle stress signs and complete chart on how to cope with stress
4. Research child care licensing rules and regulations
5. Research professional organizations
6. Professionalism reflection
7. Review NAEYC’s code of ethics and complete scenarios
8. Complete the Functional Abilities survey and consider strengths and areas for improvement
9. Life-long learning list
10. Complete a course Evaluation
11. Registry Form

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**Assignment 1:**

On the Mind Tools website, you will find a 15 question survey, “Burn-Out Self-Test,” <https://www.mindtools.com/pages/article/newTCS_08.htm>

**Take this quiz and reflect on your own views.**

*There is no need to submit your score.* Note that this is a tool to assess burnout but it is not scientifically tested and therefore should not be used as a diagnostic end all tool. Please, interpret the results with common sense. Also, make allowances for any recent events that may have a disproportionate influence on your mood at the time you take the test.

**Record your thoughts on this experience.**

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**Assignment 2:**

Use the American Heart Associations’ website, <https://www.heart.org/en/healthy-living/healthy-lifestyle/stress-management> and/or others to identify resources or techniques to manage stress and **create a list of resources** here.

1.

2.

3.

4.

5.

6.

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**Assignment 3:**

Identify a positive way to cope with stress. In the chart below **list three situations when you have felt stressed and three positive ways you might consider using (or have used) to relieve stress.**

|  |  |
| --- | --- |
| Situations I have felt stressed in: | Positive ways to cope or manage stress in these types of situations: |
|  |  |
|  |  |
|  |  |

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**Assignment 4:**

To be able to identify and better understand these regulations please **research the following topics** using the Wisconsin Child Care Licensing Rules and Manuals.

1. Continuing education – how many hours of continuing education does a teacher, director and a family child care provider need each year?

Teacher-

Director-

Family Child Care provider-

2. What qualifies as continuing education?

3. In Family Child Care who is required to have a background check?

4. What specific type of training is needed for early care and education providers working with children under the age of 5?

Under the age of 1?

5. Within 30 days after becoming licensed or beginning to work with children, a child care worker must have a physical examination, indicating that the person is free from illness detrimental to children, including tuberculosis or TB, and that the person is physically able to work with young children.

Who must sign the physical report?

What state department form needs to be completed?

6. Who has to have a Registry certificate? Where should the Registry certificate be kept?

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**Assignment 5:**

* + [www.4-c.org](http://www.4-c.org)
	+ [www.naeyc.org](http://www.naeyc.org)
	+ <https://www.the-registry.org/>
	+ [www.supportingfamiliestogether.org](http://www.supportingfamiliestogether.org)
	+ <https://dcf.wisconsin.gov/youngstar>
	+ [www.wisconsinearlychildhood.org](http://www.wisconsinearlychildhood.org)

**Choose one agency (either from the list above or another you have found) to research. Describe** the services they offer and/or how you might be able to get involved.

|  |
| --- |
| Agency: |
| Services they offer: |
| How to get involved: |

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**Assignment 6:**

Thinking about your own experiences in the world of professionals, take a moment to reflect on the following questions and respond here.

List some (at least three) jobs that you would consider professional:

What characteristics do you consider to be professional?

Do you think society views early childhood educators as professionals? Why or Why not?

What can you do to help change society’s view of early childhood educators?

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**Assignment 7:**

Review NAEYC’s Code of Ethical Conduct here: <https://www.naeyc.org/files/naeyc/image/public_policy/Ethics%20Position%20Statement2011_09202013update.pdf>

Use this document as a guide to help you **complete the following four ethical scenarios**. Use the code to support your answers.

1. Shortly after arriving at the center, four year old Henry starts to cry. When you ask him what’s wrong, he tells you about a big fight at his house last night and how the police came and took Daddy away. You can tell that Henry is very upset. What would you do?

2. Kara, a co-worker, comes into the center one morning to begin her shift. She relates that the previous evening she was out at a local bar with some friends and she ran into Sou’s father who was with another woman that was not Sou’s mother. When Sou’s mother arrives that evening to pick up Sou, she mentions that she thinks her husband is seeing another woman and wants to talk about her suspicions. What do you do?

3. Mr. and Mrs. Hill, whose daughter is in your class of 2-year-olds, are in the process of getting a divorce. Both parents frequently come into your classroom and complain about the other parent. Now Mrs. Hill has asked you to testify on her behalf in court to help her win custody of her daughter. How do you respond?

4. Amanda is an assistant teacher in the Yellow room with lead teacher, Allie. Amanda starts at the same time as you do and Allie arrives about 1 hour later. During the time when you and Amanda are opening the program, Amanda shares that she has seen Allie grab Joseph’s arm and pull him roughly away from another child. She also says that Allie yells a lot at the children. Amanda has said that she is scared of Allie and doesn’t want to tell the center director. What should you do?

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**Assignment 8**:

Throughout this course, you have presented with a great deal of information about the many aspects of the early care and education field. Making a career in early childhood education will take more than simply “loving children.” Northwest Technical College has developed a “Functional Abilities Checklist,” which will allow time to reflect on the various aspects of early care and education a professional will need.

**Complete the attached survey** – “Functional Ability Categories & Representative Activities”

The completed survey does not need to be attached, however use the information to consider your strengths and areas for improvement and write your reflection below.

**Areas of Strength:**

**Areas of improvement:**

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**Assignment 9:**

As we conclude the course, consider all that has been learned and what might be next for you.

In making plans for the future, **create a “Life-Long Learning” list** that includes at least six courses, trainings or workshops you would like to attend and note the agency you could contact to get more information about the training.

|  |  |
| --- | --- |
| Trainings I would like to attend: | Agency to contact: |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**Workshop Evaluation**

**Workshop Title:** Introduction to the Child Care Profession

**Date:**

**Location**: Correspondence Course

1. This training has increased my understanding of the topic.

(Strongly **DISAGREE**) 1 2 3 4 5 (Strongly **AGREE**)

1. What is one thing you will implement in your daily practice as a result of this training?
2. How could the workshop leader(s) improve the way they conduct this workshop?
3. How did you learn about this training?
4. Suggestions for topics for future workshops:
5. If you would like to receive information about future 4-C workshops or events, please provide your e-mail address below:

(PLEASE TURN PAGE OVER FOR MORE QUESTIONS)

These are optional questions used in our year-end report for our funding sources. No names are put on evaluations, so your answers are confidential.

Please check the categories that apply to you:

\_\_\_\_ Family Child Care \_\_\_\_Group Center Child Care \_\_\_\_School Age Child Care

\_\_\_\_School District Staff \_\_\_\_ Agency Other, please list: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| Are you a member of Satellite or do you work in a city of Madison accredited center? |
| YES |  |
| NO |  |

|  |
| --- |
| Gender |
|  |

|  |
| --- |
| County |
| COLUMBIA |  |
| DANE |  |
| DODGE |  |
| GREEN |  |
| JEFFERSON |  |
| ROCK |  |
| SAUK |  |
| WALWORTH |  |
| OTHER |  |

|  |
| --- |
| Physical / Sensory Disability |
| YES |  |
| NO |  |

|  |
| --- |
| Preferred Languag |
| English |  |
| OtherPleas List: |  |

|  |
| --- |
| Race/Ethnicity |
| WHITE/CAUCASIAN |  |
| AFRICAN AMERICAN/AFRICAN |  |
| LATINO/HISPANIC |  |
| NATIVE AMERICAN/AMERICAN INDIAN |  |
| ASIAN / PACIFIC ISLANDER |  |
| SOUTHEAST ASIAN |  |
| OTHER RACE |  |
| MUTI-RACIAL |  |

|  |
| --- |
| Age |
| 15 – 19  |  |
| 20 – 34  |  |
| 35 – 54  |  |
| 55 – 64  |  |
| 65+ |  |

Registry Attendance Form

**Introduction to the Child Care Profession**

First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Select One Category:**

\_\_\_Group Child Care \_\_\_Family Child Care \_\_\_School Age Staff

\_\_\_Head Start \_\_\_Home Visitor \_\_\_Public School

\_\_\_Birth to Three \_\_\_Agency Staff \_\_\_Special Education

\_\_\_Parent/Guardian Other\_\_\_\_\_\_\_\_\_\_

Registry ID **or** your Birthdate and last 5 of your social security number:

Registry ID#\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**OR**

Last 5 digits of Social Security Number \_\_\_ \_\_\_ \_\_\_ \_\_\_ \_\_\_ AND

Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Contact Information:**

Mailing address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_