

Training Approval Application

Directions-- Fill out this form completely, **if training is more than seven (7) hours, a timed, detailed agenda must be submitted, as well as this application.** Return form to: Wyoming Children's Action Alliance, 3116 Old Faithful Road, Suite 100, Cheyenne, Wyoming 82001.

Date of Application: _____

Agency Information

Name of Sponsoring Agency: _____

Contact Person: _____

Mailing Address of Sponsoring Agency: _____

City: _____ State: _____ Zip: _____ County: _____

Phone: _____

Trainer Information

Name of Trainer: _____ Phone number: _____

Trainer's Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____

Has this trainer been STARS Approved? _____ Yes _____ No

Training Information

Title of Training or Conference: _____

Date of Training: _____ Time of Training: _____

Total Hours of Instruction Time: _____ (rounded to the nearest 1/2 hour) Anticipated Number of Participants: _____

Location of Training: _____

Street _____

City: _____ State: _____ Zip: _____ County: _____

Is this training open to the public? _____ Yes _____ No

Has this training had prior Wyoming STARS approval? _____ Yes _____ No If yes, what was the reference number? _____

To what age group of children does this training pertain? (Please check all that apply)

- ____ Birth to 12 months
- ____ 12 months to 36 months
- ____ 3 to 5 years
- ____ School Age Children

List core areas of this training below in half hour increments.

HOURS	CORE AREAS
	Health, Nutrition & Safety
	Active Learning Environment
	Child Growth & Development
	Guidance & Discipline
	Family Relationships
	Program Management
	Professionalism
	Uniqueness & Cultural Awareness

What are the expected outcomes of this training? _____

Note: Child abuse trainings must have a course outline attached.



Agenda

Conference Brochure

If this is a conference with multiple presenters, attach the conference brochure containing the presenters' biographies.

Core Areas of Knowledge

Health, Safety and Nutrition:

Includes how to establish and maintain a safe, healthy environment for children; plan an appropriate nutrition program; establish and implement emergency procedures; educate children and families about healthy, safe living; and administering medication.

The Active Learning Environment:

Includes use of space, materials, activities and relationships as resources for creating an indoor play environment; planning and implementing experiences which are appropriate for the age and individual needs of children and advances all areas of children's development.

Guidance and Discipline:

Includes how to help children develop independence, self-control, cooperative skills, and respect for others through a variety of positive strategies including encouragement, problem solving, modeling, prevention, and time alone.

Child Growth and Development:

Includes understanding and promotion of children's physical, emotional, social, intellectual, creative and language development, observation and assessment of children's growth, and recognition of developmental delays.

Family Relationships:

Include building cooperative partnerships / relationships with family; knowledge and respect for the beliefs, traditions, and heritage of each child; valuing the family as the child's most important teacher, knowledge of and referral to appropriate community resources; and understanding sources of family stress.

Program Management:

Includes management and administration of programs; organization and maintenance of records for efficient operation; and cooperation with co-workers.

Professionalism:

Includes adherence to licensing standards and other regulations; self assessment; confidentiality; ethical practices; recognition and reporting of child abuse and neglect.

Uniqueness and Cultural Awareness:

Includes adaptation of environment and activities to meet special needs of children; including foods, music, clothing, costumes, utensils, and other artifacts of families into daily experiences of children; and promotion of the appreciation of the uniqueness of each child and family.