



Southern Ohio Training Calendar

coad4kids.org
child care info for families and providers

COAD EARLY CARE & EDUCATION SPONSORED TRAINING

*For training descriptions, logistic information and/or to register, click on the appropriate training date link below.

INFANT/TODDLER

ELDS Module Level 2: Language and Literacy, Birth to 36 Months

Contact hours: 6

Date	Time	Location	County	Fee	SUTQ
6/16 & 6/23/17	9:00am – 12:00pm	Southern State Community College	Highland	No Fee	Y

MIXED AGE

ELDS Level 1 (3 hour Overview)

Contact hours: 3

Date	Time	Location	County	Fee	SUTQ
6/9/17	9:00am – 12:00pm	Southern State Community College	Highland	No Fee	Y

Family Engagement

Contact hours: 6

Date	Time	Location	County	Fee	SUTQ
6/21/17 & 7/5/17	8:00am – 11:00am	Ironton-Lawrence Head Start Administrative Office	Lawrence	No Fee	Y

ADMINISTRATOR

Administrator CDC Leading and Succeeding: Family & Community Partnerships

Contact hours: 25

Date	Time	Location	County	Fee	SUTQ
6/26, 7/03, 7/10, & 7/17	10:00am – 4:00pm	Lawrence Co Early Childhood Academy Administrative Office	Lawrence	\$200.00	Y

Administrator CDC Leading and Succeeding: Business Operations & Management

Contact hours: 25

Date	Time	Location	County	Fee	SUTQ
7/24, 7/31, 8/7, & 8/14	10:00am – 4:00pm	Lawrence Co Early Childhood Academy Administrative Office	Lawrence	\$200.00	Y

Although COAD Early Care & Education encourages the exchange of diverse opinions, the ideas presented at these events do not necessarily reflect COAD Early Care & Education's official position on childcare issues. COAD Early Care & Education assumes no responsibility for any statement of fact or opinion presented at these trainings.

ODJFS APPROVED E-LEARNING OPPORTUNITIES

AIR Child Care Training Solutions

CPR, First Aid, Child Abuse and Neglect, Communicable Diseases, Health & Safety in Family Child Care Homes and other Health & Safety training courses

<https://airchildcare.com>

1.888.994.2247

Central Ohio CPR, LLC

CPR, First Aid, Child Abuse and Neglect, Communicable Diseases

<http://www.centralohiocpr.com>

centralohiocpr@yahoo.com

614.562.7297

If the training you need is not currently available [click here.](#)

COAD EARLY CARE & EDUCATION PROFESSIONAL DEVELOPMENT POLICIES FOR PARTICIPANTS

To ensure that COAD Early Care & Education has your current contact information, please update your registry profile at <https://login.occrra.org/>.

Registration and Payment Process:

All participants must register for trainings via the Ohio Professional Registry at <https://login.occrra.org/>. A center/program director may register and pay for a group of employees.

Professionals can pay online by credit/debit card when registering for training events. If programs need to pay by check or money order, they may still register by calling the local COAD office at 800-577-2276. **There will be a \$10.00 fee assessed for all checks returned due to insufficient funds.** Cash payments will not be accepted.

For a copy of the COAD training payment form, [click here](#) and mail with payment to:
COAD Child Care Provider Training, PO Box 787 Athens, OH 45701

The deadline to register is five days prior to a training date. Walk-ins are discouraged for most training due to space limitations. If you aren't registered for the training, please contact COAD Early Care & Education prior to attending training to determine if walk-ins would be accepted.

All fees are due upon registration for a sponsored training, workshop, or event. A participant's registration is not confirmed until payment is verified in the Ohio Professional Registry. If a class fills up before payment arrives, your seat may be forfeited to a paid registrant.

Training credit will be provided once payment is received and training is complete. Payment must be received within five business days following the training. **If payment is made after five business days following the training an additional \$10.00 fee will be assessed before release of training credit.**

Fee Policy:

Federal, state, and local funding is available through the Ohio Departments of Education, Health, Job and Family Services, Mental Health & Addiction Services and local initiatives to support the Ohio Early Learning and Development Standards and some of the regional training and thus has no charge to the participant.

Other training may carry a fee. Pricing for these classes normally begins at a minimum rate of \$8 per hour per participant.

Private on-site training may be scheduled for a group size between 5 to 40 participants based upon trainer and facility availability. If you are interested in scheduling a private on-site training, please contact COAD Early Care & Education at 800-577-2276 to discuss scheduling and pricing.

Refund Policy:

COAD has a non-refundable, non-transferrable policy on training fees. **COAD reserves the right to review special circumstance related to training policy.**

No Show Policy:

If a participant registers but fails to attend a training session more than three times in a 6-month period, the individual will be locked out of the registration system (<https://login.occrs.org/>).

Participants who have been locked-out will be unable to register for training until the lock is removed. Please contact COAD Early Care & Education to have the "lock out" released in order to schedule additional training. A \$10 processing fee may be required in order to unlock the account.

Attendance Policy:

To receive in-service credit, attendees must arrive on time, sign-in and attend the training for the entire scheduled time.

Attendees who arrive more than 15 minutes late, leave early, or are absent for more than 5 minutes, will not receive in-service credit.

Your full attention is expected during all workshops in order to receive in-service credit.

Non-training participants are not permitted to attend any training. Training facilities are unable to accommodate children and non-participants.

Cell phone use is not permitted during trainings. Please set phones to vibrate. Tablets are permitted for note taking purposes.

Cancellation Policy:

All training dates, times and registration procedures are subject to change at the discretion of COAD Early Care & Education.

COAD Early Care & Education reserves the right to cancel training due to low enrollment (less than 5 participants), so please register early.

Attendees who are unable to attend training should unregister at <https://login.occrpa.org/> at least 48 hours prior to the scheduled training.

COAD Early Care & Education makes every effort to hold training events as scheduled. Sometimes this is impossible due to inclement weather or other unforeseen circumstances. COAD Early Care & Education will continue to provide all scheduled training as circumstances allow. In the event that continuing with the event as scheduled is not possible, COAD Early Care & Education will attempt to notify all registered participants of this change and will work with participants to reschedule the event or find another local event to satisfy their training requirements. In the event a training event is cancelled, scheduled participants will receive a voucher for any fees paid.

Document Replacement Policy

There is a \$10.00 replacement fee per document. Documents include but are not limited to in-service forms, and transcripts.