



Children's Integration Support Services (CISS)
PROFESSIONAL DEVELOPMENT
MODULE SERIES *INTERVENE BEFORE REACTING...*

TRAINING REQUEST

Date: _____

Name of Child Care Centre: _____

Address: _____

Director: _____

Phone Number: _____

Email Address: _____

MODULE SERIES REQUESTED:

- Module 1 - Setting Up Great Spaces for Everyone
- Module 2 - Dynamic Programs: Effective Structure and Transitions
- Module 3 - Responding with Heart: Building Trusting Relationships
- Module 4 - Reflective Programming: Creating Opportunities for Everyone to Learn
- Module 5 - Behaviour Management: Plan, Train, Be Ready! (to ensure safety for everyone)

Module 1 must be completed before moving to the second module and so on. Modules 1, 2 & 4 are 3 hour sessions. Modules 3 & 5 are 6 hours in length but offered as two 3 hour sessions. It is strongly suggested that all members of the teaching team (including the Director) participate.

Are you receiving supports from: CISS POP
If yes, please identify who is your:

Consultant: _____

Please identify which groups will be participating and the # of participants per group:

- | | | |
|--|--------------------------|-------------------------------------|
| <input type="checkbox"/> Infants, # of participants _____ | <input type="checkbox"/> | Preschool, # of participants _____ |
| <input type="checkbox"/> Toddlers, # of participants _____ | <input type="checkbox"/> | School age, # of participants _____ |
| <input type="checkbox"/> Nursery School, # of participants _____ | <input type="checkbox"/> | Total number of participants _____ |

Preferred time for training: PD day Weeknight Saturday

Preferred month for training: _____

COMMENTS:

Do you have a space available for training that is suitable for adults? YES NO
(e.g. large room, adult sized chairs & tables, etc.)

CISS will need at least one month's notice in order to consider this request.

A signed agreement for professional development module series stating all parties' roles and responsibilities is required to confirm training.

Although the training sessions and consultation support remain free of charge, CISS will be charging for the Tool Kit handouts at a cost of 10.00\$ for each participant, for each module.

CISS will provide training to a minimum group of 20 participants. Please be advised that we may pair up child care centres depending on number of participants and geographical areas.

Priority will be given to child care centres that are already including a child/ren who are receiving CISS or Positive Outcomes Program (POP) supports.

Please forward to:

Training and Resource Coordinator
Children's Integration Support Services
600 - 700 Industrial Avenue
Ottawa, Ontario K1G 0Y9
ciss-sije@afchildcare.on.ca
tel: 613-736-1913 ext. 284
fax: 613-736-8378