

Orientation for Staff Working in Licensed Child Care Facilities  
Overview and Objectives

**Session 1 The Importance of Child Care Staff**

1. Describe the principles of ethical practice in the early childhood setting;
2. Begin to understand the meaning and characteristics of quality care;
3. Describe your role as child care staff;
4. Identify personal qualities of child care staff.

**Session 2 Respecting Diversity Through Inclusion**

1. Obtain awareness of personal views of diversity and inclusion;
2. Expand knowledge of inclusion;
3. Obtain appreciation for the diverse make up of Nova Scotia's population;
4. Identify ways that child care staff can help create an inclusive environment.

**Session 3 Observing Young Children**

1. Understand the importance of observing children;
2. List various methods to record observations of child behavior;
3. Describe characteristics of good observation;
4. Obtain awareness of the effect that culture, personal experiences and biases can have on recording observations.

**Session 4 Physical Development of Young Children**

1. Distinguish between large muscle and fine motor abilities;
2. Identify factors that affect a child's physical development;
3. Describe the different stages of physical development;
4. Evaluate ideas to support physical development.

**Session 5 Intellectual Development of Young Children**

1. Describe the stages of intellectual development;
2. Identify different learning styles;
3. Describe how children play with materials at various stages of their development;
4. Choose practices that support children's intellectual development.

### **Session 6 Language Development**

1. Describe the basic principles of language development;
2. Describe the milestones of the language development for children from birth to twelve years;
3. Identify what children need in order to develop their language skills;
4. List appropriate ways to promote language development.

### **Session 7 Social-Emotional Development**

1. Begin to understand the meaning of and connection between social development, emotional development and self-esteem;
2. Examine milestones associated with social-emotional development;
3. Gain an awareness of what children need for healthy social-emotional development;
4. Select practices that support healthy emotional and social development.

### **Session 8 Creative Development in Young Children**

1. Describe the stages of creative expression;
2. Identify components of the child care environment that promote creativity;
3. Distinguish between open-ended and closed-ended experiences;
4. Describe the role of child care staff in promoting creativity in children.

### **Session 9 Developing Through Play**

1. Identify five characteristics of children's play;
2. Describe the developmental stages of play;
3. Understand the value of play for whole child development;
4. Describe how play can be supported and enhanced.

### **Session 10 Providing for Play**

1. Begin to understand how play can be facilitated;
2. Examine ways to set up for play;
3. Review the development of social play;
4. Consider the role of child care staff as part of the playing process.

### **Session 11 Health, Safety and Well-Being of Children**

1. Obtain an awareness of the Day Care Act and Regulations as they apply to child care;
2. Describe ways to promote health and safety practices in child care;

3. Describe the role of the licensing officer and the early childhood development Consultant;
4. List types of child abuse and identify indicators of suspected child abuse.

### **Session 12 Communicating Effectively**

1. Describe the principles of communication and the communication process;
2. Obtain an awareness of barriers that inhibit effective listening;
3. Understand the benefits and steps to active listening;
4. Describe ways to support positive communication.

### **Session 13 Together with Families**

1. Evaluate the benefits of positive child care staff-family relationships;
2. Identify barriers that may interfere with positive relationships;
3. Describe practices for working with families;
4. Identify methods for enhancing communication with parents.

### **Session 14 Nurturing Through Physical Routines**

1. Obtain an awareness of how routines promote children's development;
2. Examine arrival and departure, eating, resting, and toileting routines;
3. Consider appropriate practices used by child care staff in daily routines;
4. Consider the importance of planning for smooth transitions.

### **Session 15 Guiding Children's Behaviour**

1. Obtain an awareness of factors that influence children's behavior;
2. Identify appropriate prevention practices;
3. Describe intervention strategies used to change behavior;
4. Assess appropriate guidance policies for child care programs.

### **Session 16 Becoming an Early Childhood Professional**

1. Plan a day for a group of children at a child care centre;
2. Obtain an awareness of the importance of team work in the child care setting;
3. Understand the benefits of on-going professional development;
4. Reflect on your personal growth and development in child care.