

**EARLY CHILDHOOD EDUCATION  
COURSE DESCRIPTION**

**COURSE #HEV 0117: CHILD CARE WORKER – PRESCHOOL – 45 HOURS**

**Introduction to Child Care I (45 hours classroom)**

The course objective is to learn and apply rules and regulations which govern child care.

The student will be able to identify child care facilities that require licensing, the local licensing agency and its responsibilities, state and local day care standards that govern child care, and demonstrate compliance with rules and regulations governing child care centers.

The course objective is also to recognize and report child abuse and neglect in accordance with state regulations. The student will be able to describe physical abuse, physical neglect, sexual abuse, and emotional maltreatment as defined by Florida law; identify the most common physical and behavioral indicators of physical abuse, sexual abuse, emotional maltreatment and neglect; identify the factors, multiple forces, and most common cause for child abuse and neglect; identify the characteristics of abusers; describe legal requirements and protection of child care workers in reporting suspected child abuse or neglect according to Florida law; identify state and local guidelines and procedures for reporting child abuse and neglect; identify the role and responsibility of child care personnel in observing and reporting suspected child abuse and neglect; and identify local community resources that provide help for the abused and the abuser.

The course objective is to plan for, establish, and maintain a safe, clean, healthy environment, and to develop a food service program to meet the nutritional needs of children. The student will be able to identify characteristics of a healthy environment,

recognize symptoms of childhood illnesses, demonstrate communicable illness control in group settings, identify the need for immunization, care for sick or injured children, receive certification in the food service management course, guide and implement age-appropriate food preparation and nutrition education activities, and evaluate the food service program.

The course objective is also to apply the principles of child development. Observation and evaluation of children of all ages will be included. The student will be able to describe the principles of development, demonstrate the exemplary behavior and social skills needed as a role model for children; determine appropriate ways to use observation information, and apply observation information in working with children. The course objective is to demonstrate an understanding of and implement developmentally appropriate practices for programs serving children from birth through age twelve. The student will demonstrate various methods of curriculum planning while focusing on the importance of learning through play and learning centers.

The course objective is also to identify communication skills related to childcare while establishing a classroom environment that motivates children to read. The student will implement an environment that supports appropriate language, emergent writing, and emergent literary activities.

The course objective is to create a resource collection of useful child care information. The student will be able to create an autobiography, complete a pre-assessment on their own child development competency goals, organize a resource file for future reference, and create teacher-made resources for use with children.

***COMPLETED OCP A: CHILD CARE WORKER – PRESCHOOL – 45 HOURS***

**COURSE #HEV 0101: CHILDCARE TEACHER AIDE – 105 HOURS**

**Portfolio I (15 hours classroom)**

The course objective is to identify career and job opportunities in the field of child care and to recognize and become involved in the professional aspect of the profession. The student will be able to identify child care services jobs, resources for a job search, and career options in the industry, such as entrepreneurship and franchise ownership; professional, labor, and student organizations; purposes and functions of professional and student organizations; and roles and responsibilities of members. Student will work cooperatively as a group member to achieve organizational goals, demonstrate commitment and confidence in leadership roles and organizational goals, and develop a personal growth project related to organizational skills.

**Practicum I (90 hours classroom)**

The course objective is to provide on the job training experience in child care related work. The student will be able to complete observations of the on-the-job work site; demonstrate appropriate work skills on the job, complete weekly personal job evaluations of her/his job skill abilities, and demonstrate appropriate practices in handling children on the job.

***COMPLETED OCP B: CHILD CARE TEACHER AIDE – 105 HOURS***

**COURSE #HEV 0156: PRESCHOOL TEACHER – 300 HOURS**

## **Child Growth and Development including Developmentally Appropriate Activities (15 hours classroom)**

The course objective is to demonstrate knowledge of physical, emotional, social, and intellectual development of the child and to identify various influences on child development. The student will be able to describe the physical, emotional, intellectual, and social characteristics of children from birth through age twelve; and explain how nutrition, environment, heredity, and disorders may influence the development of the child. The course objective is to plan for, establish, and maintain a clean and safe environment. The student will be able to assist children with personal hygiene; identify potential fire and safety hazards in a child care facility; identify safety and sanitation features in a child care facility; maintain a checklist for evaluating safety and sanitation features; demonstrate accident prevention; receive certification in first aide; receive certification in infant/child CPR; conduct an evacuation drill; demonstrate proper use of a fire extinguisher; implement activities that foster the health and well-being of the child; implement activities that teach safety to children; evaluate health , well-being, and safety needs of the young child. The course objective is to demonstrate techniques needed to guide behavior in children effectively and to become aware of effective methods of establishing positive communication. The student will be able to demonstrate methods of direct and indirect guidance to include routines, transitions, and room arrangements; identify acceptable and unacceptable methods of guiding behavior; demonstrate positive guidance techniques for guiding behavior; demonstrate behavior toward children that is caring and non-abusive. The course objective is to plan and implement age appropriate activities for young children. The student will be able to guide-appropriate individual

activities which foster the child's self-concept, self-sufficiency, and cultural identity; guide and implement age-appropriate group activities with foster cooperation, sharing, fun, courtesy, and respect; evaluate social and emotional readiness. The student will be able to guide age-appropriate gross motor activities, guide age-appropriate fine motor activities, and guide and/or implement age-appropriate creative movement activities; evaluate physical readiness for various physical development activities, and evaluate equipment and materials appropriate for physical activities. The student will be to guide and implement age-appropriate language, music, art, math, and science activities.

### **Planning, Creating and Maintaining the Learning Environment (15 hours classroom)**

The course objective is to aid the student in the planning and creating of a child care center that will provide a positive learning environment for the children. The student will be able to identify several contemporary models of early childhood programming utilized with preschool children; describe the different types of programs for young children by differentiating between a planned and self-discovery curriculum and between a content and a process curriculum; identify and demonstrate effective methods utilized for teaching preschool children; inventory tools, equipment, supplies, and teaching materials; and develop lesson plans.

### **Practicum II (240 hours classroom)**

This course objective is to provide-on-the job training experience in child care related work. The student will be able to demonstrate appropriate work skills on the job; complete weekly personal job evaluations of their job skills abilities; demonstrate

appropriate practices in handling children on the job; plan and implement activities appropriate for the particular job assignment.

**Interpersonal Relationships with Staff, Parents, and Children (15 hours classroom)**

The course objective is to improve all communication skills. The student will be able to: assist with parental involvement activities; demonstrate good communication skills among personnel, children, and parents; identify ways of communicating to parents about activities, schedules, and progress reports; identify local community resources that serve families and children, to include health services; identify the mathematics, communication, and scientific skills, knowledge, and attitudes necessary to perform the occupational tasks; define realistic expectations and/or goals for balancing family, school, and work; identify available resources that can support after school activities and work; demonstrate networking with support systems, including family and community agencies; describe ways of reducing stress in dual role lifestyles; apply the decision making process to specific problems related to balancing family, school and work.

**Portfolio II (15 hours classroom)**

The course objective is to create a resource collection of useful child care information. The student will be able to organize a resource file for future reference, create teacher made resources for use with children, create a resume and a cover letter, and complete a post-assessment on their own development competency goals.

***COMPLETED OCP C: PRESCHOOL TEACHER – 300 HOURS***

**COURSE #HEV 0162: CHILD CARE DEVELOPMENT SPECIALIST – 150 HOURS**

**Practicum III (150 hours lab)**

The course objective is to provide on-the-job training experience in child care related work. The student will be able to demonstrate appropriate work skills on the job, complete weekly personal job evaluations of their job skill abilities, demonstrate appropriate practices in handling children on the job, and plan and implement activities appropriate for the particular job assignment.

***COMPLETED OCP D: CHILD CARE DEVELOPMENT SPECIALIST – 150 HOURS***